

FOR IMMEDIATE RELEASE

## **Records retrieval firms can improve profits with new software & services Time-saving & cost-cutting tools include single-click forms packaging & streamlined interface**

Houston, TX, November 5, 2007 — OMTI, Inc., developer of MetaRecords office management software for records retrieval firms, announces the release of new versions of its MetaRecords office management software and online offices.

Both MR8 office management software and MR Web 8 online office represent major upgrades for managing, marketing and servicing clients. MR8 offers record retrieval firms significant time and money savings in managing their business and communicating with clients by incorporating best business practices, automatically-updating linked information, and useful technologies.

Firms handling orders for records retrieval can streamline the day-to-day scheduling, billing and file management of those orders and records because linked work orders inherit common case information, such as the parties involved, reducing entry time and errors. MR8 also tracks orders making it easy to apply retainers, make changes to all linked orders simultaneously, and find related documents, such as pre-discovery documents and waiver responses, instantly.

With new built-in features, such as a central repository, word processor/form manager, form packaging and tracking, it is a complete management system uniquely designed for the records retrieval industry.

MR8 improves on the interrelated work modules in the last version, MR7, with time-savers, such as a zip code database that eliminates the need to enter city and state info; a system-wide spell checker with personalized dictionaries for frequently used words, such as medical terms; and the new Task Manager, which combines all of the most used functions into one screen. It also provides for greater accuracy and security with new features, such as un-editable log-style notes, so firms have a complete, accurate paper trail; and fields for specifying who handles releases for a location, who on their own staff handles a particular location, what facilities each doctor is affiliated with, and alternate names for a particular location.

MR Web 8 online status reports give records retrieval clients, like insurance companies, instant access anytime to accurate, searchable status reports on their records requests. Clients can also order records online, check their invoices and outstanding balances, and view documents online.

For over 20 years, OMTI has provided office management software for court reporting firms, records retrieval companies, and other legal support businesses. OMTI's RB8 legal support firm software is the number one best-selling office management software for court reporting firms in the country. See our website, [www.omti.com](http://www.omti.com), for more details.

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If you'd like more information about MetaRecords products and services, or to schedule an interview with Stella Chang, please call Stella at 832-203-6083 or email her at [stella@omti.com](mailto:stella@omti.com)