



# Central Records Gateway

Online Records Collection, Retention and Permissioning for K12

## The Central Records Gateway Difference?

Driving a unified central records management solution providing Security, Permissioning, Communication, and Access to sensitive student records.

## What is Central Records Gateway?

*Simplified and Automated Records Management with Electronic Cumulative Folders for the digital age.*

- Custom Collection for each students' needs (placeholders for required documents)
- Automated archival specific to each document
- Document permissions set and maintained automatically
- Messaging functionality to external stakeholders
- Automated versioning
- Automated update of all collection characteristics (hierarchy, meta data, placeholders, archival date)
- Guardian/Student access to documents
- Print Driver – place electronic versions of printed documents in student collections



	Central Records Gateway	Others
Risk Mitigation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Compliance Protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Electronic Cumulative Folders	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parent Engagement	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Central Records Gateway can interface with Online Registration, Food Service, Special Ed, Transportation, Medical and many other document dependent solutions to deliver one simplified and automated solution for Security, Permissioning, Communication, and Access.



**SRC Solutions, Inc.**

Automation Simplified



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## Why Central Records Gateway?

*Central Records Gateway, the pinnacle of Student Relationship Management Solutions eliminates risky paper based cumulative folders and puts your school or district on the path to compliance and tighter security controls.*

The screenshot displays the 'Student Search' interface. On the left, there are input fields for 'Last Name', 'First Name', and 'ID Number', with a search button. Below these is a 'Select a Function' menu with options: 'Email Documents' (Get a list of predefined emails or user defined document list.), 'Preview/Approve Documents' (Review documents uploaded by guardians for approval.), and 'Select Form Type' (Complete needed data elements and assign to a list of students.). On the right, the 'View Your Documents' section shows a list of documents under the 'Registration' category. The first entry is 'Bagwell, Abigail Thomas | 03/30/1995'. The second entry is 'Bagwell, Mackenzie Randal | 01/02/2006'. Below this, a specific document is highlighted: 'Birth Record Mackenzie Bagwell 01\_02\_2006.pdf, uploaded:02/25/2015 - expires:02/25/2025 - version:1'.

*Central Records Gateway includes the following:*

### ***Intelligent Document Distributor™***

Transform risky warehouses and filled file cabinets to living, breathing, on demand and accessible records.

### ***Advanced Security Controller™***

Automated Access and Permission management roles based on record type. Automated record processing leaving little room for human error.

### ***Policy and Compliance Monitor™***

User Configurable Retention, Archiving and Reporting schedules. Establish both Retention and Archiving schedules from 1 to more than 100 years at the click of a button.

### ***ParentShare Engagement Module™***

Automatically delivering and archiving student communications including report cards and progress reports thereby eliminating the manual processes used today. ParentShare increases parent/student/district interaction all the while saving valuable costs and resources.

