

INFOGRAPHIC

THE HOW, WHO, WHAT, & WHY

of

**RFID**

**FILE TRACKING**



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# RFID FILE TRACKING

THE **HOW**, **WHO**, **WHAT**, & **WHY** OF FILE TRACKING

## RFID

### HOW TO YOU TRACK FILES WITH RFID?

When a file is created, it is given an RFID label tag encoded with a unique EPC number.

Using RFID software, file management software, or even a simple Excel document, the EPC number is associated with information about the file such as name, contents, etc.

When you need to find a specific file, just search the file by name or number in the software and input that unique EPC number into your RFID handheld reader.



The handheld will then use its Geiger Counter-like functionality to find the file.

### WHO BENEFITS FROM TRACKING FILES WITH RFID?

Any company with hundreds or thousands of files at any given time can benefit from file tracking.

Below are a few examples of industries who could benefit from RFID file tracking:

» City / State / Federal Governments

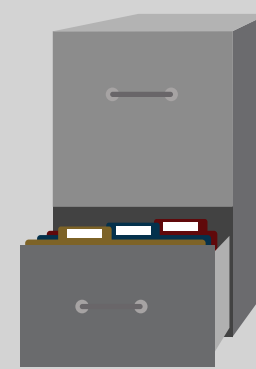
» Accounting

» Healthcare

» Legal

» Advertising

» Museums



### WHAT ARE THE COSTS ASSOCIATED?

\$ Label tags run between \$0.17 and \$2.00 per tag

\$ Handheld readers with Geiger counter-like functionality run between \$1700 to \$4500

\$ Fixed reader systems usually are \$3000+

\$ Desktop readers for encoding start at \$445

\$ Software costs depend on if you are developing software internally, or if you are using an off-the-shelf software product, which can range anywhere from \$0.00 (Excel file) up to a few thousand for a complete system.



### A SIMPLE HANDHELD READER TRACKING FILES



15% of all paper handled in businesses is lost, according to the Delphi Group, a Boston consultancy, and **30% of all employees' time is spent trying to find lost documents.**

Jane M. Von Bergen

(*Knight Ridder Newspapers*), The Boston Globe



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