

# Fed Submit™ (Civil)



**Fed Submit (Civil)** is used by civilian companies and institutions such as airports, banks, and school districts, to streamline background checks and electronic submissions to the FBI or OPM. Digital fingerprinting dramatically decreases response time from sluggish, traditional mail-in methods, and allows total control of the printing process from start to finish. Fed Submit (Civil) is highly adaptable, scalable, and cost effective to make workforce management work for you.

## Why Upgrade?

- In-house applicant systems allow for significantly faster response times and flexible scheduling for applicants.
- Mentalix solutions can be scaled up or down to accommodate any operation of any size.
- Systems integrate with cost effective off-the-shelf hardware.
- Eliminates the lengthy and messy process of ink capture and mail-in submissions.
- Intuitive interface is easy to learn and even easier to use.
- Designed for background checks including standard NIST fields, no specialization required.
- Low investment with a high return on functionality, usability, and efficiency.
- Streamlines transaction administration, submission, and tracking, all from one convenient system.
- Local database allows full text-based searches.
- Regular software upgrades and a dedicated in-house support staff based in Dallas, Texas.

### Fed Submit Civil Features:

Mentalix's Fed Submit (Civil) FBI-certified software and live scan station

FBI-certified 500 ppi and WSQ Version 3.1 compression

Flexible add-ons such as FBI-certified printing, swipe card readers, Admin stations, and carrying cases

EBTS formatting

Instant fingerprint sequence and quality check

Local, searchable database stores 70,000+ transactions

Transaction reports and history

Customized data entry and field checks specific to applicant card requirements

Electronic submissions accepted by OPM, LexisNexis, AAAE, DPS, etc.

Supports digital transaction submission via SMTP

Professional support services with first year maintenance included

Intuitive user interface and help guides

Mentalix customers include Navy Personnel Command, Arvest Bank, Pfizer, Raytheon FSS, Shell Oil, FedEx Services, The US Department of Education, Lockheed Martin IT, HireRight, and more. To see a more complete list of Mentalix customers and read real user testimonials, visit our website at [mentalix.com](http://mentalix.com)

# Fed Submit™ (Civil)

## Sample Configuration

Fed Submit (Civil) can be configured to meet the needs of any organization. With flexible add-ons and multiple station options, Fed Submit (Civil) can accommodate a variety of needs, from card scanning to live scanning to electronic submissions.

### Configuration Example 1: Inkless Fingerprinting



Fed Submit Civil with Card Print

### Configuration Example 2: Multi-Branch Bank



Mobile Unit  
Live Scan

Regional Bank  
Live Scan

Central Bank  
Card Scan



## System Details

Mid-range Intel (Core i5 2.1 GHz or higher) or similar AMD processor, 8 GB memory

DirectX 11+ graphics support, capable of 1024 x 768 resolution, 1280 x 1024 or greater preferred

For desktop PC: 24-inch or larger LCD flat-panel display. Monitor must be XGA (Extended Graphics Array) capable or better.

For notebook: 15-inch or larger LCD flat-panel display with XGA or better capability

Microsoft SQL Server 2014 Express (or later)

Microsoft Windows 7 / 10

Adobe Acrobat Reader

LogMeIn client for remote support

UPS power backup system (PC only)

### Computer

### Connectivity

VPN Internet connection (if submitting transactions)

For USB live scanners: USB port and cable

For card scan: USB 2.0 port and cable

### Live Scan

Fed Submit Guardian (USB 2.0)

### Card Scan

Epson Perfection V800 (PHOTO or PRO)

### Card Printing

FBI IQS AFIS Certified Printer with USB 2.0 (local) or TCP/IP LAN (network) support: Lexmark MS810n

## Maintenance and Installation Services

### Software Maintenance

Phone/e-mail/remote support (weekdays 8am-5pm Central Time, excluding holidays) for Fed Submit software, plus maintenance releases including corrections & revision updates

### Live Scan Maintenance

Depot repair/replacement of live scanner for problems that arise during normal, wear-and-tear use of equipment with minimal downtime

### Services

On-site system installation and training for your staff by expert Mentalix technicians