



Cutting edge **technology**

Built for **document** management solution

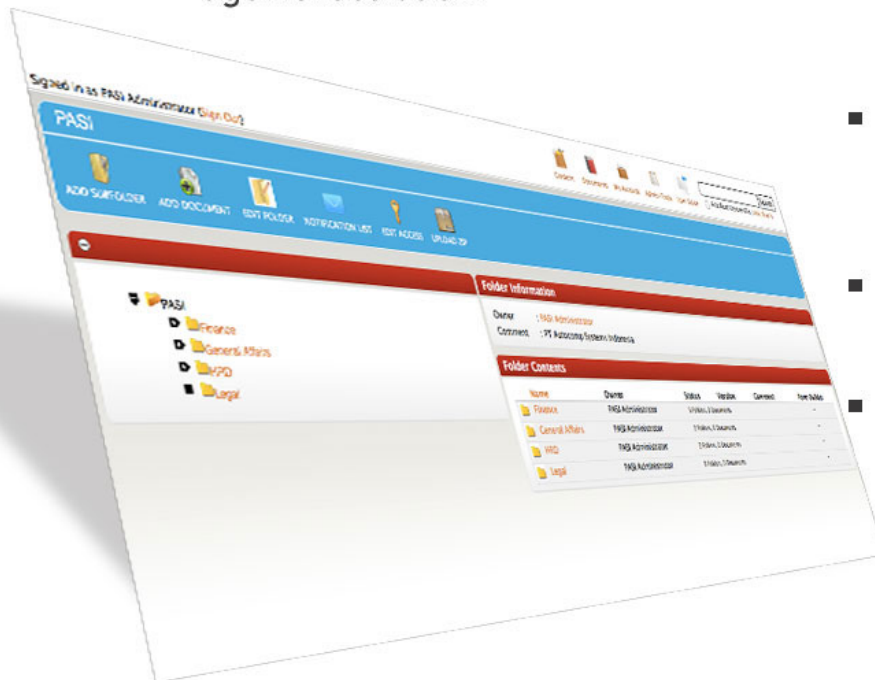


The complete solution for document management



Technology that **simplifies** document processes

Simplify your business processes with the next generation document management solution - SmartDocument, Designed to cater exclusivity to the company document for each department, SmartDocument brings along an end-to-end browser based solution customised to meet the demands of document management solution.



- Generates wide range of document management reports providing high visibility into and analysis of daily operations to various stakeholders.
- Provides detailed overview of document centres and key performance indicators for informed decision making
- Extremely adaptable with ability to plug in specific modules to other third party systems thereby protecting existing investments made on software.



Why SmartDocument?

Features

- Features modular and scalable architecture
- Automated workflow for posting of document across several modules
- Automated notification to a document that requires an extension
- Integrated data model with a centralised data storage to enable inform and spread document

Benefits

- Allows easy customization and upgrades as and when required
- Reduces redundant data entry, minimizes human error and saves time
- Ensures data accuracy and obviates the need for additional data entry
- Real time information and agile help desk reducing in operational cost and time

SmartDocument **Modules**

SMART | Smart Solution
DOCUMENT



STANDARD

Base Application

- Login
- Theme: Red & Blue
- Language : Indonesia & English

Content

- Add Subfolder
- Add Document
- Edit Folder
- Folder Notification
- Folder Access
- ZIP Upload

Add Document

- Standard Metadata Form
- OCR
- Workflow

Documents

- Document In Process
- All Documents
- Review Summary
- Approval Summary

My Account

- Edit User Detail
- Bulk Notification List
- List Users
- List Groups

Detail Documents

- Versioning Document
- Edit Metadata
- Move Document
- Expired Document
- Remove Document
- Document Access
- Encrypt Document
- Document Notification
- Document Attachment
- Forum Discussion
- Related Document
- Document Log

Admin Tools

- Content Overview
- Upload Indexing
- System Log
- Users Management (unlimited Users)
- Groups Management (unlimited Groups)
- Workflow Management
- Location Management
- DMS Configuration

Other Functions

- Send Notification by SMTP Email
- View Document Online
- View Document Thumbnail
- Basic and Advanced Search
- Export Search Result to Excel

ADVANCED

Form Tools

- Form Builder (Metadata)

Users Management

- Unlimited Users

Digital Signature

Custom Reporting

Customize Modul by Request (2 modul)



Partnering **Solution**, Partnering Growth

We are an IT solutions provider with a track record of successfully delivering end- to-end IT services to various commercial and government organizations. **We** keeps abreast of emerging technologies and is involved in R&D activities at the cutting edge of technology. While this has helped in positioning the company ahead of many others in the industry, it has also helped our clients to stay ahead of the competition.

We have an enterprise-wide focus on quality, a deep commitment to continuous process improvement, and a proven track record for delivering quality work within budget and on schedule. **We** offers clients the advantages of speedy product delivery, lower cost of ownership, better risk mitigation, faster return on investment and quicker response to customer requirements.

SMART
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Call us for a free demo and know how SmartDocument can bring in growth to your business.



No.