

Document Manager



Document Manager is an enterprise level collaborative tool to manage document and records. It can be used for regulatory documents and non-regulatory documents. Evaluated as *"One of The Best Compliance Tools Available"*. Compliance to regulatory and your safe work practices and policies is mandatory. Document Manager manages the documents and records for this effort. Used in conjunction with other HCI modules, Document Manager organizes your information to support compliance to regulations like PSM, RMP and SPCC. Document Manager is versatile and user friendly with user configurable look-up lists. Works with any browser. No ActiveX objects used. Data exchange capability with Documentum, Citadon and Stellent.

Features:

Highlights

- Built for multiple plant/location collaboration
- Works as a stand alone application
- Works as an Add-on module to existing software
- Solid ASPX (Dot Net) platform
- SQL Database
- Designed by End Users for End Users

Document Types

- OSHA and EPA Compliance Records
- CFR Compliance Records
- Accidents and Injuries Records
- Drawings
- MSDS
- Contractor Records
- Any Document or Record Type

Application Security

- User configurable access permissions
- Inter-Plant access configurable

Add-on Module For

- EMPRV
- Maximo
- Stellent
- Documentum
- Citadon

Search Engine

- Powerful search engine
- Locate documents by many search fields including by key word

Reports

- Versatile Report Generator
- Document Status Report
- Document Report By Type

Easy To Use

- Works with any Browser
- No ActiveX components used
- No special software needed
- We'll install the Software on your server
- We'll do the training
- We'll do the technical support
- We'll maintain the software

Features

- Check-in and Check-out Environment
- Revision Control and History Log
- Create Your Own Document Types
- Folder View and Database Record Views
- Configurable Access Permissions
- View Only and Edit Modes
- Multiple Document Reference From Any Module

User Configurable

- User configurable Look-up Lists
- User configurable libraries reduce errors

Document Locations

- On a web server folder
- In a common shared LAN folder
- In another document management application
- An internet URL

Platforms and Interfaces

- Built on Microsoft's Dot Net framework
- Microsoft SQL Database
- Microsoft Access
- Microsoft Crystal and Web Reports
- Microsoft Visio and Excel