FineDocs 5.2

What's New:

- Enterprise Search
- Org Hierarchy based Workflow
- MIS - Graphical Reports
- Enhanced Workflow Reports
- Zip file support

Pyramid IT Consulting is pleased to announce the release of FineDocs Version 5.2 with minor enhancements to the FineDocs ECM Web.

Enhanced Workflow

The enhanced workflow feature is intended to help users to make effective business decision improving productivity and compliance.

FineDocs DMS introduces a new Sequential Workflow route integrated with Organization structure. It can be easily integrated with any business systems within your enterprise. It will let you create and deploy a business process quickly and easily which enables routing through the Org hierarchy and hence help you work faster and smarter.

The workflow users are also allowed to set the escalation rules while sending the work item to the next user.

Key Enhancement :

- Org Hierarchy based Workflow
- Route Versioning
- Single Step Route
- Archived Flow Search
- Enhanced Flow Reports
- Re-route Flow Search - with old route and new route
- Modify Flow Search - with existing and modified route users

DMS Workflow

FineDocs is a complete ECM Platform. It can establish itself either as a standalone ECM environment or it can scale and integrate seamlessly with your existing enterprise applications achieve a united IT Ecosystem.

Enterprise Search

FineDocs provides a comprehensive Enterprise Search solution with a unified interface, enabling users to easily locate and instant access to contents from centralized repository of FineDocs.

This is intended to have a unified access to multiple information sources regardless of file type, format or location with full security enforcement.

Source of the information are all acquiring locations of FineDocs ECM i.e. FineScan, Auto-upload Watcher, Distributed Capture, Email Capture, Fax Capture and uploaded content and records on DMS Web.

Information of ECM Portal and FineFlow Business Process Management records are also searchable. Content types supported are Digitized images, Office documents, Text files, Emails, Faxes, etc.

Search criteria is based on
- Full Text
- Dataclass/Content Type
- Descriptors/metadata
- Document name
- Keywords
- Notes

Language support for Multilingual Search is English, Hindi and Arabic.

Content Search

"Achieve Process Improvement and ensure that every department works smart and achieves goal."

Reports

The enhanced MIS reports allow users to access the business information with rich visual display of charting capabilities.

MIS Report is now extended to more filtered report with more real-time insights with control over information.

To facilitate quick decision-making, MIS report is now displayed with charting options i.e. Column chart and PIE chart options.

MIS Reports introduced :
- Dataclass-wise document report
- Action Done by-wise document report

Flow Reports introduced :
- Documents attached with Flow
- Folders attached with Flow
- User wise Flow Report
- In-Process Flow Report
- Escalation Report

Zip File Support

This feature is introduced to upload, download and checkout bulk files at a single point of time to enhance usability as well as providing ability to work faster.

All selected files are zipped and downloaded/checked out as a single zip file.

The system also supports bulk upload as a Zip. The system unzips the file and upload each file as a single document in the system.

The system also enables user to create reference links of multiple documents from separate folder paths and store in the Docs Tray to download as a zip.
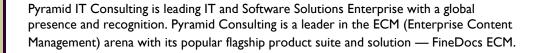
Features available at :
- Search
- Object Browser
- Docs Tray

MIS Reports

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Pyramid IT Consulting is leading IT and Software Solutions Enterprise with a global presence and recognition. Pyramid Consulting is a leader in the ECM (Enterprise Content Management) arena with its popular flagship product suite and solution — FineDocs ECM.

It ensures an optimum ECM experience with a complete range of ECM products, tools and technologies that span DMS, BPM, Capture and Forms Processing Solutions, along with a number of ECM modules, plug-ins and components. FineDocs is a complete ECM platform and not merely a product suite. It conjoins concepts, solutions, tools, technologies, methods, strategies, and above all, a commitment to excellence in Document, Content, Information and Business Process Management.

FineDocs ECM has been a great success already, with more than 240 successful implementations across different verticals and geographical locations.

Visit our product website www.finedocs.com.

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