

# Doxis4® ECM Starter Pack

## Central Repository

A centralized source of information (Data and Documents) that is governed by encryption, security, and access rights

## Configurable

Can be utilized for:

- Document Management
- Records Management
- Case Management
- E-mail Management
- Project Operations
- HR Operations
- and much more

## Licenses

The starter package is sufficient to handle up to 30 users

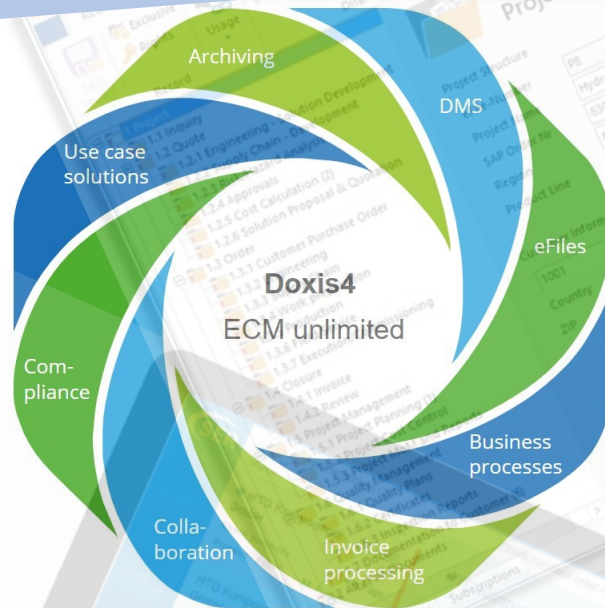
## Scalable

The starter package is scalable to 1000's of users, distributed servers, and unlimited storage allocation

## Modular

Additional modules can be added as required

- Workflow
- Full Text Mining
- File Import
- SharePoint Connector
- SAP
- more.....



## Included modules:

- Base Services
- Version Control
- Retention Services
- Audit Trail Services
- Advanced Security
- Notification Services
- Folder and Relationship Services
- 500GB storage allocation
- Microsoft Office Integration
- Microsoft Outlook Integration
- Doxis4® Designer
- Desktop, Browser and Mobile client interfaces

**Doxis4®**, from SER Group, is a leading Enterprise Content Management (ECM) platform that is listed on the Gartner Group Magic Quadrant of Content Services.

Utilizing Metadata (also known as Tags), users can store and retrieve information based on what that information is and not where it is.

**Doxis4®** also allows the presentation of metadata controlled "Virtual folders" for those users more comfortable with Windows Explorer style.

**Doxis4®** is the perfect solution for an organizations' Information Management needs

## Doxis4® Retention Service

**Doxis4®** Service for managing retention periods and retention rules.

## Doxis4® Audit Trail Service

**Doxis4®** Service for journalizing all changes applied to **Doxis4®** information objects including changes of user configurations and access rights.

## Doxis4® Notification Service

Notification service for document changes, new entries in workbaskets and updated search results.

## Folder & Relationship Service

Central service to establish links between **Doxis4®** information objects, including Master cover sheet and associated objects

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