

Document Management System

OVERVIEW

DMS is a complete Document Management System capable of storing and archiving hundreds of thousands of documents in any format - PDF, Word, Excel, PPT, videos files stored into this application repository. Document indexing of DMS uses a proprietary algorithm which facilitates very fast retrieval of the intended documents by either matching the keywords or text pattern matching within the document.

Document alert on expiry, in-built workflows and a comprehensive security access are some of the key features of our Document Management System.



FEATURES



Security / Access Control

- Comprehensive role based security and encryption
- Creation of document categories, sub-categories and groups
- Audit trail to diagnose any unauthorized access



Searching, Scanning and OCR

- Keyword full text search
- Document scanning and optical character recognition



Version Control

- Version control of documents
- Maintains audit log



Document Alarm

- Set alarm and reminders for expiring documents like contracts
- User defined alarms for days or weeks before expiry



Work Flow and Integration

- Creation / Review / Approval
- APIs and Web Services for integration with other applications
- Backup/Recovery

Document Management System

System Requirements

- OS: Windows Server 2008/12 or higher
- Web Server: MS IIS 8.0 & above
- Database: MS SQL Server 2012 & above

ABOUT RENSOL

Rensol is a Microsoft Silver Partner and an ISO 9001:2015 certified IT services and products company started in 2001.

Rensol's products and services are in use by customers in over 17 countries. Rensol has offices in Australia, India and Singapore.

Contact Us:

Rensol Technologies Pvt. Ltd.

B 1269, A-3rd floor,
New Ashok Nagar,
New Delhi -110096, Delhi/NCR, INDIA

Email: contact@rensoltechnologies.com
Website: www.rensoltechnologies.com