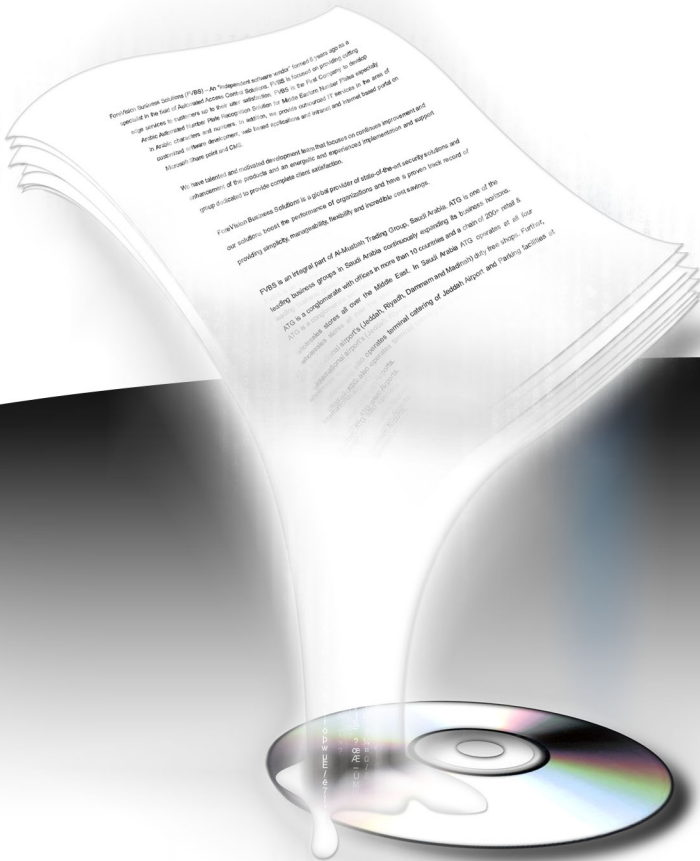


capture. secure. manage. share. archive

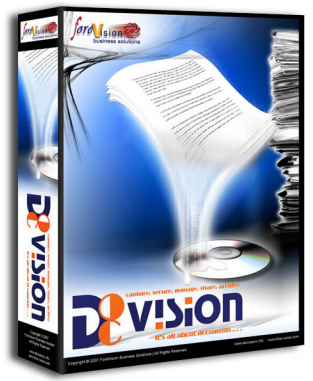
DocVision

it's all about documents ...

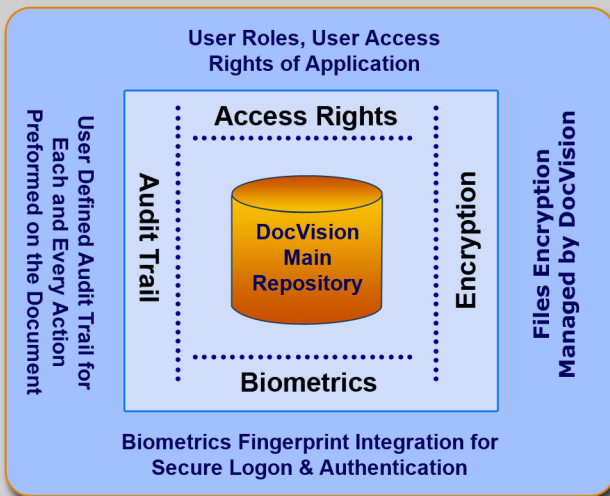


Document management has become vital for today's businesses. FVBS Document Management System is one of the most proven solutions in the Market. DocVision is one of the most comprehensive Document Management and Archiving Solution, giving your company a competitive edge wherever there is a critical decision to be made. It's a reliable solution to manage the enterprise contents in a central, safe and secure repository, accessible wherever and whenever needed.

DocVision Salient Features



- Locally developed Document Management and Archiving Solution.
- User Manageable Multilingual Interface.
- Open application in terms of Database, Operating System and Storage.
- Multiple layers of security to access the Application and Documents including Fingerprint, Access Rights, Document Encryption, Audit Trail and disabling the Print Screen capability of keyboard.
- A powerful searching mechanism makes Access and Retrieval fast and easy.
- OCR converts document image into text (Arabic, English and other Latin Languages).
- Normal Scanning, Batch Scanning, Indexing through barcode.
- Annotations (Secure Notes, Sticky Notes, Typed Text, Redact, User Stamps, Multimedia etc.)
- Sharing of archived documents through Work List.
- Recycle bin to securely control the purging of documents.
- Document Version Controlling.
- Microsoft Office Integration – Archiving documents directly from Office Applications.
- DocVision PDF Printer Driver to acquire the documents from any third party applications.
- Integration with Work Flow, Fax Servers, E-Mail Servers, Electronic Portal, SMS Engine.
- Integration with windows Active Directory.
- Web Access – Searching and uploading documents to the main archive through the web.



Security Layers

- control Access rights through Group and User Management.
- Bio-Metrics (Fingerprint) Integration for secure log on.
- Complete user defined Audit Trail for each document to record all the actions performed on it.
- Encryption for all files manage through DocVision.

Search Elements

Ability to search:

- Whole template
- Template attributes
- System attributes
- User keywords
- Contents

The system also allows users to use logical operators (<, >, <>, =, B/W, OR, AND) in order to efficiently search the required documents.

