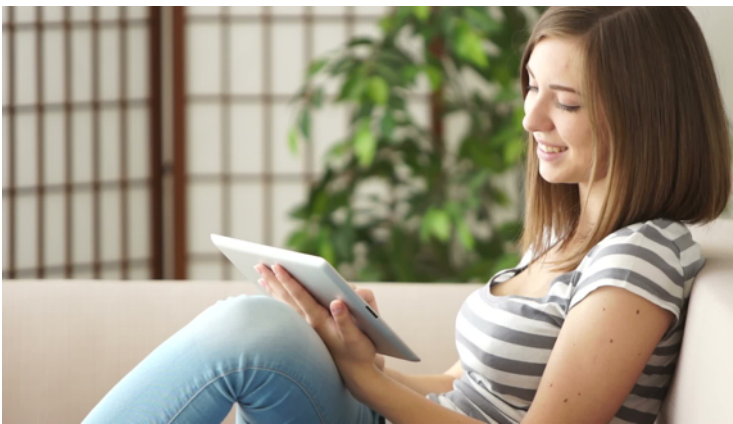


*Zen*DMS



Documents & Records Management
for modern companies

Do you face challenges in keeping, managing, centralizing, accessing and exploiting business information lying across

- Documents,
- Contracts,
- Regulatory filings,
- Customer records,
- Manuals,
- Presentations,
- Sheets,
- PDFs,
- Pictures,
- Videos,
- or screenshots?



if your answer is YES, Zenovoir has a solution for you - ZenDMS. ZenDMS is a state of the art DIGITAL Document Management System that has changed the way businesses manage their records and graduate to exploiting the potential of information access 'on-the-go', always. Some of the cutting-edge features of the ZenDMS are as follows,

Upload & Store any format	• Manual uploads • Bulk uploads • Mobile uploads
Document Indexing	• Automatic Indexing of all documents • Custom document numbering • Content recognition and indexing • Indexing all revisions
Document Search	• Safe and Powerful search • Document content and meta data • Advanced search on all document
Organise	• Create folders and subfolders • Categorize your files by team, project, function, etc. • Revise documents • Group sharing and e-mail alerts
Secured Access	• User and Roles based document access • Audit Trail • Modify Ownership
'On-the-go' access	• Access from mobile browser • Mobile responsive • Android, iOS and Windows app based access
Dashboard	• User analytics • Alerts and Notifications • Reporting Dashboard • Follow-ups
Special Features (OPTIONAL)	• In records search for word, excel sheets and PDFs • Annotate or comment within documents • Encrypt Documents, support SSL • Deploy on premises or on cloud

Support

Support Options: 8X5, 8X6, 24X7

Supported Regions: Australia, Asia Pacific, Europe, Middle-East, Africa and North America



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