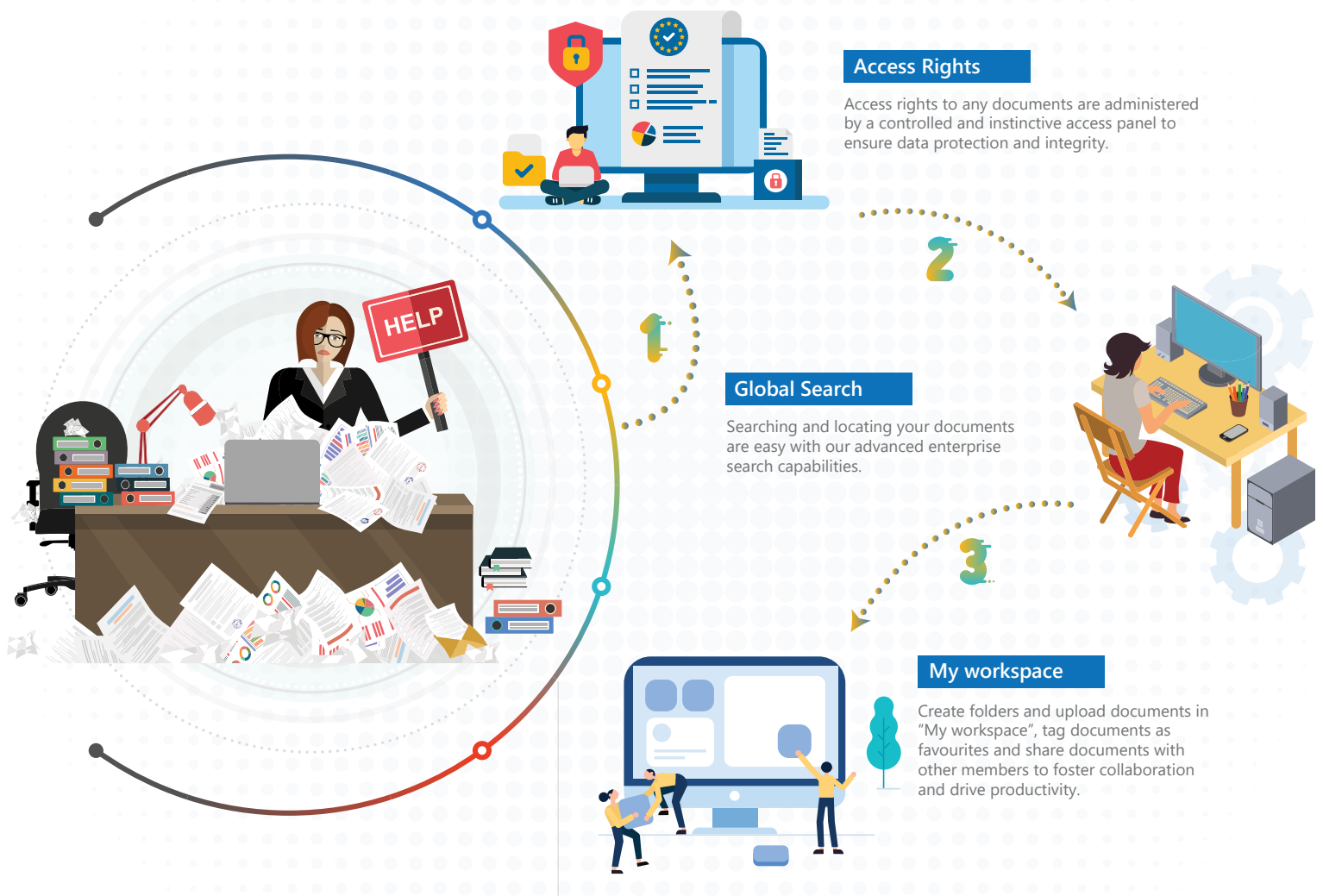
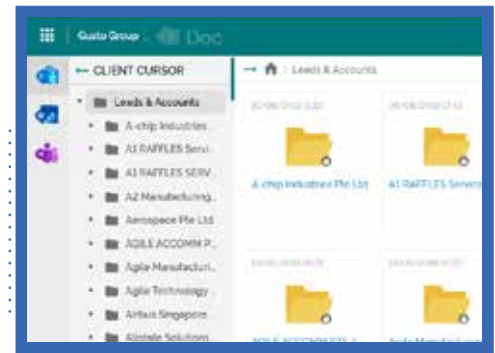


Document Management System whereby all the storage and management of documents are in a secured, standardised and user friendly virtual environment.



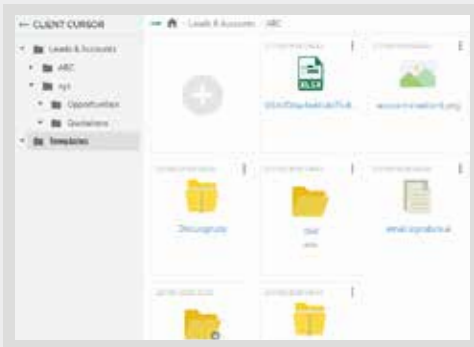
## Access Rights

Access rights to any documents are administered by a controlled and instinctive access panel to ensure data protection and integrity.



## Global Search

Searching and locating your documents are easy with our advanced enterprise search capabilities.



## My Workspace

Create folders and upload documents in "My workspace", tag documents as favourites and share documents with other members to foster collaboration and drive productivity.

