WFDMS

Beyond Document Management

Workflow-based Document Management System

INTRODUCTION

Our understanding of Document Management is an overall business strategy based on digitizing information so that one can store, manage and share business information efficiently. Absence of a cost-effective document management and archiving solution was observed by CIBL, especially in the corporate world of Bangladesh and other developing countries.

CIBL's WFDMS -

- Is a **workflow-based document management and archiving** solution
- Is a **web solution** using cutting-edge technologies
- Is a **highly scalable and customizable** system
- Is a application which was designed to perform well over **both intranet and internet**
- Ensures Super Compressed **Digital Archiving of documents in Standard format**

KEY FEATURES

⇒ Tab-based interface ensures higher user friendliness

⇒ Multi-company, Multi-location, Multilevel Security

⇒ Independent Workflow Engine

⇒ Optimized custom capture capabilities

⇒ Intelligent Revision Control and Repository Management

⇒ Interactive Cataloguing, Knowledgebase Management, Research & Discussion/Blogging

⇒ Tag Cloud Feature (Interactive)

⇒ Multi criteria, compound search facility with ensured fast response

⇒ Extensive Search on Core content and Meta data

⇒ Dynamic Security and Access Policy Management

⇒ Multilevel Audit Logging (System, Core Content, Metadata)

⇒ Document Type Independent

⇒ Collaborative Editing of Documents

⇒ Hardware Independent

MODULES AVAILABLE (in current version)

1. Document Capture Tool
2. Document Manager
3. Workflow Engine
4. Knowledge Share
5. Find and Retrieve
6. Archive Manager
7. Dashboard
8. Report Engine

MULTIPLE EDITION(S) AVAILABLE

1. WFDMS – Corporate Edition
2. WDFMS – Home Edition

CONTACT US

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