MD-PREMIUM.NET DOC

MD-Premium.NET Document Archiving System is a powerful archiving tool and part of the MD-Premium.NET product suite. No matter if used as a stand-alone solution or in addition to MD-Premium.NET ERP – MD-Premium. NET DOC helps you digitally archive your documents, along with all it entails.

HIGHLIGHTS

Archiving
Digital archiving of images, PDFs and Microsoft Outlook messages

Document types and workflows
Automatic assignment of documents to document types and their associated workflows

Templates and document recognition
Freely definable templates for recurring formats and layouts via optical character recognition (OCR)

Full-text search
Powerful full-text search for archived documents in the entire system based on search fields and keywords

✔ **Archive:** Digital archiving of images, PDFs and Microsoft Outlook messages; e.g. directly using a scanner or drag-and-drop

✔ **ERP interface:** Assignment of archived documents to orders and other functions made possible by full integration of MD-Premium.NET ERP

✔ **Templates and document recognition:** Freely definable templates for recurring formats and layouts via optical character recognition (OCR) to automatically recognize documents

✔ **Document types:** Automatic assignment of scanned or inserted documents to document types based on predefined templates

✔ **Workflows:** Automatic initiation of workflows based on the assigned document type, e.g. starting an approval process for the document type "Incoming invoice"

✔ **Search:** Powerful full-text search for archived documents in the entire system based on search fields

✔ **Comments:** Comment function enables different editors of a document to exchange information

✔ **Permission management:** Precise assignment of permissions to users or departments for specific documents