



Instant Results!

Reduce Operating Expense

Now you will have immediate, secure access to any document; no more emailing, mailing or couriers. Allow key personnel to review, edit and collaborate on the content of the documents while providing secure version control.

Maintain Document Control and Compliance

Produce any document in seconds for an audit or exam. When legally required to retain all documents for a set time; automatic notifications when documents need to be purged.

Increase Efficiency

Spend less time collecting, copying and distributing. Research your historical documents in seconds.

Improve Member Service

Spending less time managing documents gives you more time to spend on customers.

Protect Critical Business Documents

Digitize Paper and Store Electronic Files in a Secure Data Facility Ensuring Business Continuity 24/7

Why DocuVantage OnDemand™ for Your Non-Profit?

Board and Executive Management

Immediately Access Documents

Board of Directors and Executive Management need fast access to Audits, Bylaws, Annual Reports, Meeting Agendas and Minutes from anywhere. Save money on mailing documents and secure the documents in one safe location.

Remotely Collaborate

Secure web based communications provide immediate access for Board and Management to create and collaborate on meeting agendas, meeting minutes review and approvals.

Operations Management

Immediate access to Policies and Procedures, meeting notes, Disaster Recovery Plans, Continuity of Operations Plans (COOP), and Personnel files.

Contract Management

Automatic notifications alert you to negotiate contracts that are due for renewal, preventing automatic renewals, or prevent missing a critical renewal.

Search All Documents Based on their Content

Users can quickly search all documents based on the content of the document. Find all documents related to any search term. Eliminate searching for a document on someone's desk or looking in multiple file cabinets.

Apply Permissions to User & Group Accounts

Control the level of document access each of your users has to add, search, edit, and view documents. Set permissions individually, or at a group level, such as by department or only for executive management.

Affordable and Easy to Deploy

No Capital Expenditure; Monthly Subscription

No need to budget for a large capital expenditure, less than a cell phone bill.

No Hardware or Software to Purchase

Using a standard Internet browser, you will be on your way to an improved and efficient work environment.

Scalable Solution to Grow with Your Organization

Add a user to the system and send the user their login information. They will be up and running in no time.

No IT Resources Needed

No installing software on desktops or updating hardware. When updates occur, they are immediately available to all users without anything being installed.

Free Maintenance, Support and Upgrades

Never wait or pay for upgrades. Immediately benefit from new features as they are released.

For a Free Trial visit us at:

www.docuvantage.com and see how easy it is and start managing your documents now!

Contact:

Document Advantage Corporation
863.326.6360 extension 1

Business Process Automation

Route, Review and Approve Documents

Transfer existing paper-based processes into an electronic workflow to efficiently manage operations and eliminate manual effort. Define tasks for a department or for a business process that crosses multiple departments.

Monitor Tasks

Quickly check any workflow tasks that have been assigned. Avoid bottlenecks in any process that create delays.

Define Your Business Rules

Graphically define your business rules with an easy-to-use process editor. Quickly define logic-based rules and assign specific tasks in the process.

Eliminate Bottlenecks

Receive alert notifications when a document is sitting in someone's inbox and unable to be processed. Eliminate all delays in your business processes.

Disaster Protection and Recovery

Remote Storage of Documents

Documents reside in a secure off-site Tier 4 data facility protecting documents from natural disasters and security breaches.

Instant Web Access from Anywhere

No matter what happens at your main office, access your documents without any delays in work from any other location.

Guaranteed Up-time

Eliminating worry about data being lost or any down time.

Did you know that DocuVantage OnDemand™ is used in these areas?

Accounts Payable Processing
Audit and Compliance
Contract Management
Grant Management
Meeting and Board Management
HR Compliance
Policies and Procedures