

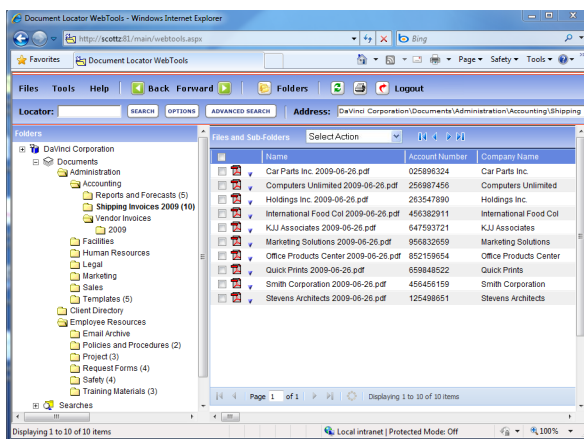


Optional Web-browser access makes it easy to share information.

Document Locator's optional Web interface provides worldwide access to information that is securely held on-site at your location.

Unlike a hosted solution, you maintain full control over information. You decide who has access, and which information they have access to.

- Employees working remotely have access to information from any location using an Internet connection.
- Customers and vendors can self-retrieve and deposit information.
- Satellite offices can connect and share information with headquarters.
- The Web interface closely emulates the desktop client, making it easy for people to use both.
- Choose a full-featured WebTools option, or a limited WebView option.



A .NET framework with advanced java scripting makes the optional web-browser interface very similar in look-and-feel to the Windows-integrated desktop client, with easy Explorer-like navigation.

Full collaborative access using WebTools.

The WebTools option offers full-featured browser-based access that allows employees and others working outside the office to collaborate and share information.

- Import and export documents, create folders, create and delete documents, and view document information.
- Participate in approvals and workflows.
- Check-out, modify, and check-in multiple documents at a time.
- Receive, forward, reply to, and send notifications.

Benefits

- **Remote access**
Share and collaborate with employees, customers and vendors worldwide using an optional web-browser interface.
- **Self-service**
Eliminates the need to respond to requests for information, and allows people to access and share information from any location, at any time.
- **Controlled online document management**
Provides a Web based solution while maintaining your control over information in your office.

Solutions

- **Collaboration**
Share information with people outside the office using collaborative tools like version control, notifications, approvals, and more.
- **Customer service**
Allow customers to view and access documents over the Web.
- **Automation**
Automate document-driven business processes across long distances, for instance among multiple offices or between employees at different locations.
- **Information Technology**
Use NT-style or SQL Server security to control remote access to information held on-site. Create outside accounts without granting access to your internal network.

(800) 298-1172
www.documentlocator.com

Self-service retrieval using WebView.

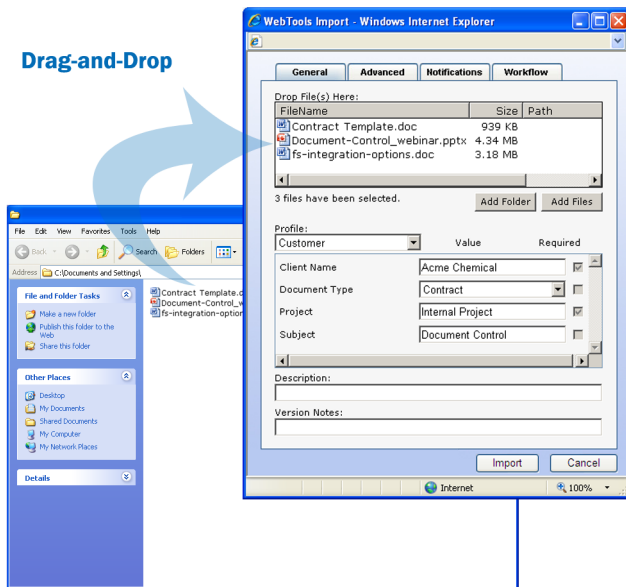
WebView is the browser-based option best for limited view and retrieval access to information. Vendors, customers, and others can self-serve their own information when they need it. This eliminates the need to email, fax, or deliver files, and avoids the cost of responding to requests for information.

- Search, view and download files.

Secure “outside-the-firewall” access to information.

Access via the Web is controlled using either NT or SQL Server security, so information is secure. Logins and passwords protect repositories from unauthorized access.

- Role-based security determines who has access to which information.
- Restricted folders and directories are hidden from view.
- Global access can be enabled or disabled at any time.
- Customized login pages can be created for different groups and repositories to present specialized messaging or brands.



It's easy to drag-and-drop files into Document Locator's WebTools web interface.

Related Features

- **Document delivery**
Quickly organize, package, and deliver files, or archive them off-line.
- **SharePoint integration**
Extend out-of-the-box document management within a SharePoint environment. *
- **Windows integration**
Integrated within the Microsoft environment, making document management easy to use.
- **Custom integration**
Connect with finance systems, CRM, project management, HR, and other applications with Professional Service customizations. *
- **Workflow automation**
Connect remote users with your automated business processes. *
- **Plus....**
 - Check-out and Check-in
 - Document Approval
 - Document Scanning
 - Records Management
 - Security and Auditing
 - Version Control

* Optional

Compatibilities

Microsoft Internet Explorer

- Version 6 and higher

Mozilla Firefox

- Version 2 and higher

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