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

Document Locator’s optional WebTools Web interface provides worldwide access to files over the internet.

As a self-hosted solution, or hosted in the cloud, you maintain full control. Security determines who has access, and to which files 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 experience, making it easy for people to use both.
- A “Favorites” selector makes it easy to build a list of everyday files.

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.

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. Create outside accounts without granting access to your internal network.

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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.

Document delivery
Quickly organize, package, and deliver files, or archive them off-line.

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

Drag-and-Drop

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

Related Features

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