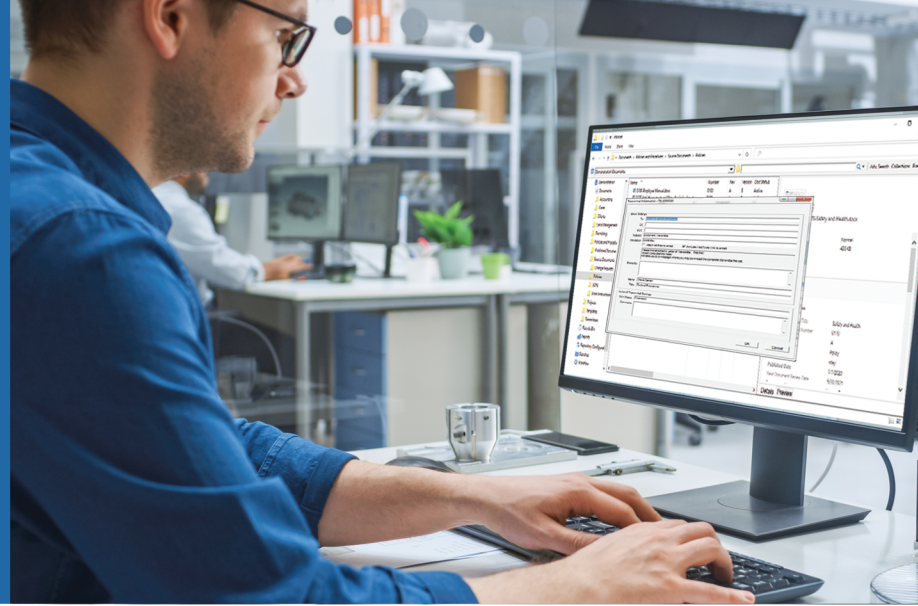Project Document Management

ELECTRONIC TRANSMITTALS

DL Document Locator

Project teams and document controllers have an easy-to-use way to electronically authorize and distribute project files in organized, controlled packages using the optional Transmittal Solution in Document Locator.

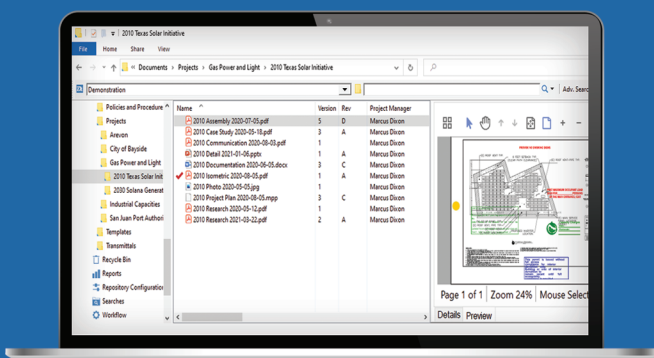## Package and share project files

Prepare and distribute project files without hassles or delays.

The optional Transmittal Solution in Document Locator allows you to share files with anyone. Simply open a new transmittal, add the files you want to share, set an expiration date, and enter the recipients. Electronic transmittals are sent with a link to a download page where recipients can retrieve the files. Powerful logging captures a record of proof, and reporting tracks what was sent and who it was sent to.

With the Transmittal Solution, you can share multiple documents, images, and files in a single package, including large size files that might be impossible to send in email.

Project Document Management in Document Locator

Documents, drawings, communications, and related project files are organized in a centralized project document management system in Document Locator.

With the optional Transmittal Solution, you can easily share files with vendors, contractors and others outside the system, eliminating the hassles and delays of using email, FTP, or online drop folders.

Powerful Project File Management Software

Consistently Organized
Automate folder structures, naming conventions, templates, properties, and more.

Email Management
Integration with Outlook captures emails for a complete record of project communications.

Bluebeam Connector
Send drawings and files to Bluebeam Studio Sessions for markup and collaboration in the cloud.

Version Control
Capture changes over time with automated versioning that eliminates manual tracking and maintains an accurate history.

Reporting
Monitor and track the status of project files through stages of development, collaboration, and approval.
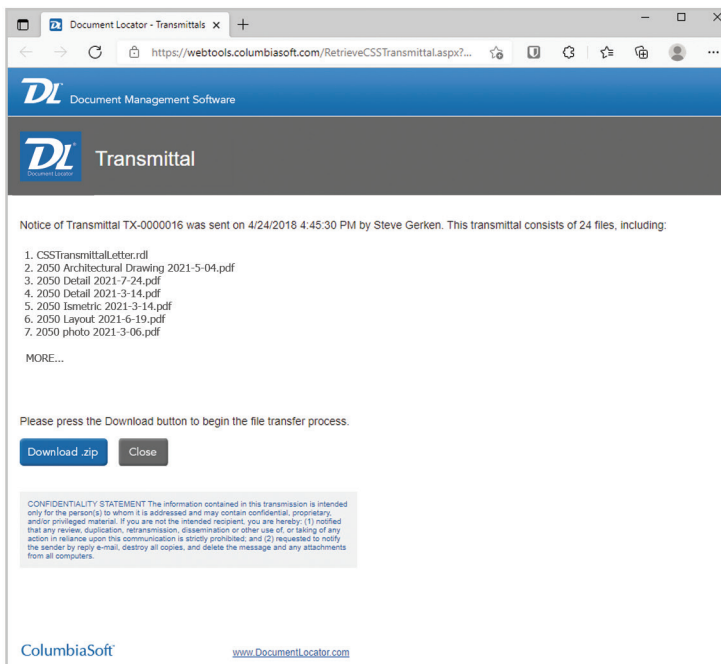
Search
Find the project files you need fast with instant full-text and metadata searching.

Transmittals
Documents, drawings, communications, and project files are easily shared with vendors, contractors and others outside the company using the optional Transmittal Solution in Document Locator.

The hassles and delays of email, FTP, and online drop folders are eliminated.

"We spent almost two years evaluating other solutions before we found the right solution in Document Locator."

Greg Gould, CTO
Burns & McDonnell
Engineering

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