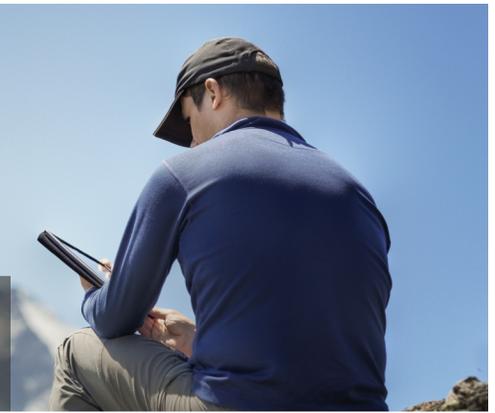




The new WebTools  
Access your files online, anytime, anywhere.

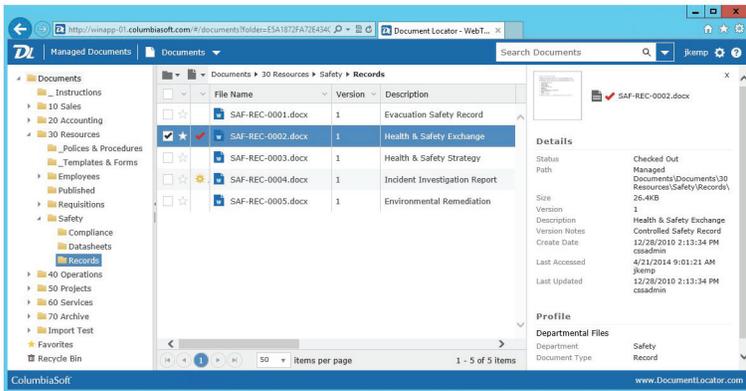


## What's New in Document Locator Version 7

### Web access is easier, faster, better

WebTools is completely redesigned from the ground up. Share and access files in an entirely new Web browser experience that's easier to use and faster than ever before.

The self-hosted web companion to Document Locator puts your office online. Everything is secure, and there is no need to install software on users computers. All of the most useful features in the familiar Windows-integrated desktop application are available, in a browser. Employees, vendors, clients and anyone you authorize can access files anytime and from any location with Internet access.



WebTools version 7 is engineered using the latest HTML5 technology to provide an intuitive, easy-to-use navigation. Here's what's new:

- Works on all major browsers, including Internet Explorer, Chrome, Firefox, and Safari.
- Faster page loading and improved speed performance.
- Designed for easy finger-friendly navigation on touchscreens and tablets.
- A "Favorites" selector makes it easy to build a list of everyday files.
- Informative context menus are available at a right-click.

### Enhancements in v7

#### WEB ACCESS

The optional Web access companion is redesigned and is easier, faster, and better than ever.

#### DESKTOP EDITION

##### Document Reminders

Document Reminders are set with a simple right-click.

##### AutoCAD integration

The AutoCAD add-in is updated with new menu integrations.

##### Custom Context Menus

Custom Context Menus can be ordered through Professional Services.

##### More updates:

- Scanning
- Security
- Active Directory Replication
- DL Reports
- Management Log

## Set Document Reminders in a click

With a simple right-click in the desktop edition, users can set reminders on files that require attention later. Alerts will be sent by email, appear in Document Locator, and can be added to an Outlook calendar reminding users to take action. The new Document Reminder and Edit Document Reminder functions are included in right-click context menus.

## AutoCAD integration gets updates

The Document Locator AutoCAD integration in the desktop edition now supports Autodesk AutoCAD 2014 64-bit. The menu integration has also been updated with a full range of additional commands similar to those in the Microsoft Office integration (Open, Save, Save As, Close, Update Profile, Properties, Workflow Task).

## Customized context menus available from Professional Services

Updated right-click context menu technology in the desktop edition allows clients to order customized context menus from ColumbiaSoft Professional Services. Choose which menu items are made available to users in Documents, Projects, Searches, and in MyDL, and add new menu items for additional commands or custom actions.

## Enhanced Security configuration tool

The security configuration dialog has been redesigned and includes additional options. For example, administrators can now determine if security settings are to be inherited by sub-folders and files within a folder structure. Individual files or folders can be blocked to prevent security from being inherited from parent folders. Also, pre-configured security settings (Administer, Manage, Read/Write, and Read) are added and can be set by right-clicking a group or user.

## ScanStation improvements

A new Form Template Manager is added to the ScanStation, and OCR and other scanning technologies are improved with the addition of new technology supporting services such as 2D and QR-Code bar code reading.

## Active Directory Replication Console updates

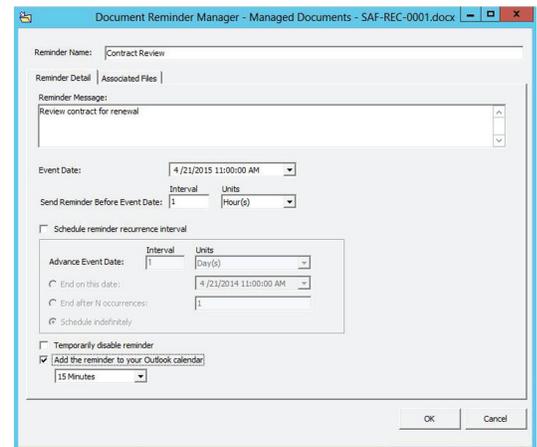
One new, and one improved method to query and process groups and users are included. This will allow for improved testing and adjustment of security settings, and offer faster security replication.

## Easier access to DL Reports

Reports are now more readily accessible in context menu commands.

## New Management Log

A new tool in Repository Configuration called Management Log is available to administrators. The tool logs creations, deletes and updates that occur in Repository Configuration tools, Scan Console and Database Manager. The tool is designed to assist administrators in identifying changes, including who made the change, what was affected, when it happened, and from what device the change was made.



You can right-click and set reminders on files to receive them later on to take action.