



SUNSMART TECHNOLOGIES P LTD

Augmenting Your Business

SmartCircular

Circular / Document / Knowledgebase

Publish, Track, Archive and Manage all your circulars / documents

SmartCircular is a 100% web based, highly scalable, complete package for managing all your circulars and documents electronically. SmartCircular enables you to quickly, efficiently and securely manage documents of any type. With SmartCircular you can Access the documents with Access Control List (ACL), review them, give your comments, Quick and Advanced Search of Documents, Edit (with version and audit trail), Approve etc. Access Control List enhances Document protection which prevents download of documents, copying of documents and even screen shot button disabling based on the settings. SmartCircular can classify, categorize and index all the uploaded documents for faster search and view. With SmartCircular you can reduce maintenance, man power and distribution cost while improving the better presentation and response time.



"SmartCircular ensures unprecedented productivity gains and improved document and information management across the organization..."

Product Features

- ◆ Access Control List
- ◆ Distribution List
- ◆ Circulars
- ◆ Articles
- ◆ Document Management System
- ◆ Work Flow enabled
- ◆ Option to refer to other people
- ◆ Email / SMS Notification
- ◆ System Management Reference
- ◆ Provision for auto conversion to PDF
- ◆ Indexing & Meta key words
- ◆ Knowledgebase
- ◆ Multi Lingual Enabled
- ◆ Extensive Reports
- ◆ Suspend / Restart / Cancel Facilities
- ◆ Reassign / Replace Users
- ◆ Advanced Search with Keywords
- ◆ Provision for Acknowledgement
- ◆ Direct Email Interface

SmartCircular manages all sorts of documents (right from .txt to .pdf etc.) and enables storing of physical and electronic documents. Releases of documents are subject to Approval based on their configurations. Further SmartCircular will automatically notify users through Email / SMS on posting of new circular / document / knowledgebase. Serial / Parallel viewing of documents can be enabled. SmartCircular is a multi-lingual (Unicode Support) product that enables your organization in managing all the documents in any of the preferred languages simultaneously. SmartCircular enables access of documents, circulars etc. from their desktop and securely from any internet kiosk which results in enormous time and cost saving for the corporate. SmartCircular is an enterprise wide communication solution that enables centralized publishing, transmission and archiving of all organizational communications. This overcomes the delay and non-receipt of communication when sent through post or choking of network when sent through email. At any point, it is easy to track number of people read the circular / document and their comments.

Microsoft



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