DOCUMENT COLLABORATION SYSTEM

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LOW-CODE DIGITAL PLATFORM FOR ENTERPRISES AND PROFESSIONAL DEVELOPERS

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Creating an Internal Document Collaboration System

Industry: EPC & Construction

Customer Profile:
One of the largest construction companies in India with a revenuew of $2B+ a year undertaking more than 300 projects at a time. The company has 15 offices within and outside of India as well.

> *"Storing drawings, legal documents, job orders, approval letters or anything in an off-the-self solution was just too costly…"*
>
> -CIO

Challenge:
Since the company was operating in several locations with a distributed workforce in each location, the found it difficult to handle the documents related to projects in a central location.
Differences in document versions grew in head offices and regional offices.

As the company grew, they were unable to control access as well.
They did use an off the shelf solutions which proved to be too costly considering the number of users needed to access the system.
Some started using emails and other systems such as Whatsapp for document transfer.

Goals:
Due to difficulty in manual handling of the documents, the company decided to get a custom made solution that systematically processes and improves the accessibility and security of documents. And the company needs to be able to attach the necessary document against respective individual. The transaction related to the document also needs to be captured for future access.

Access control has to be maintained and audited every month with the ability to remove access automatically once the document has been accessed by the intended user.

Results:

Once the document management system was installed, the company was able to control the document flow and to retrieve data whenever the team needed.

Each individual was able to create their own personal folder to maintain the documents. The document attachment can also be done through email link. Each and every document was saved securely by the particular individual or a group of persons with the access of the document based on the access rights.

All the company related documents could be retrieved through OCR (Optical character recognition).

Communication was easier as the number of emails and messages with documents have reduced. Search was improved with a central indexing system used from the database.

Future Direction:

Plans are to drive different types of OCR that can be read. Eg: Zonal OCR (System can capture the particular data from the particular place in the document)
Documents to be viewed in a book view format and the reminder alerts before restriction of the access to the document.
The Future focus will be in creating an automatic folder for every entity by the system automatically by using OCR to understand the context of the document.

Home Screen

Sharing setting

Document Share

Share Name

Share Type
Application ▼

Share To
Role ▼

To User

File(s) Valid Upto
One Month ▼

No of Days ▲▼

Expiry Date
05/10/2019 05:01 PM 📅 🕐

Access Type
View ▼

SHARE   CLOSE

Sub Access

Document Management System | Home > Universal - General
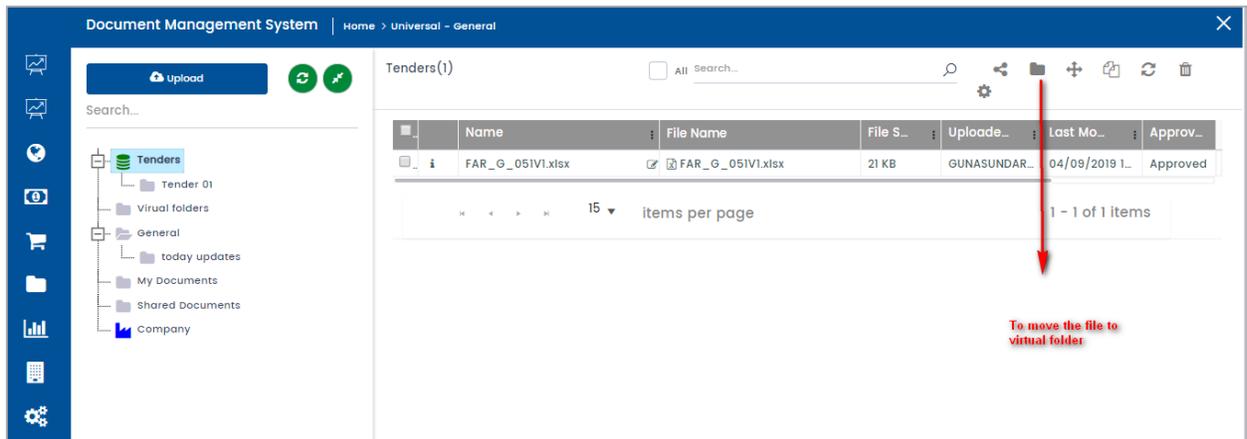
Company(0)

All Search...

GHJ Groups
Demo - PCE - Direct - Proj
SCH - PROJ - 003
Demo Project Al-Ahamadi
Head Office - CimsWeb Pr
Project Documents
Suppliers
ARP Construction
ARR Builders
kumar
RND Testing
Sample Data for
ARA Bilders
ss
sample test
sdadd
TarunKabi

No Records Found !!!

We can see all suppliers against the selected project

Virtual Folder

About OREOPS:

OREOPS helps business & non-IT users digitise business operations in enterprises without writing code. Create light apps, upgrade their legacy systems/ ERPs, databases (API) using drag-drop features.

Using OREOPS platform, it is easy for any business user to develop applications that work on both web and mobile through simple drag and drop of features.

Non-Technical developers can create light applications involving approval workflows and reports that can interact with any data source through its API interface. Once the application is developed, it can be deployed across such as Microsoft's Azure platform or on-premise cloud of their choice.

OREOPS is built cloud first - no need to download any studio/tool for developing apps and development teams can collaborate in real time from anywhere. For more information, visit https://oreops.com