Enterprise Content Management

DOXIM reduces paper clutter, increases the security of the personal information you must maintain, and offers your staff and clients direct access to the files and documents that they need with an innovative solution.

Save valuable time – give yourself the freedom to focus on other priorities by reducing the administrative work traditionally required to respond to inquiries.

It's your choice – You decide which documents to include in the offering: images, invoices, statements.

It's simple – Your documents can be loaded into DOXIM directly from your existing systems. For hosted solutions, there is no software to install in your system or upgrades to implement.

It's secure – All documents and files stored in DOXIM are encrypted using 128-bit encryption and electronic signatures. Users are securely authenticated and gain access only to the documents that the "business rules" dictate.

You are in control – Implement rules based access according to your business rules, resulting in a robust, flexible, completely secure document management system.

Interprise Solutions at a Glance

- Service offerings include business process review, requirements sessions, implementation, custom software development around Interprise Solutions technologies, integration services, training, technical and application support.
- DOXIM Enterprise Content Management Software
- DOXIM Server is a set of core services for storage and retrieval
- DOXIM Workflow is for routing content through the organization
- DOXIM Image / Convert Toolkit are a set of image and file conversion tools
- DOXIM Store is a fully functional e-commerce store complete with inventory, shopping cart, reporting, order processing
- DOXIM Partners is our alliances program that offers partnering options including alliance, VAR and OEM to meet your customer requirements.

DOXIM Key System Features

- Completely web based familiar environment for most users, very little training required. DOXIM can be accessed and administered anywhere in the world or restricted to your local network. There is no client software for IT department to install or support.
- Per Server Licensing removes the barriers imposed with User-base licensing models. There are no limitations on the number of users that can access the system and there are no limitations on the number of documents that DOXIM can manage.
- Supports All File Types: Files of any format can be uploaded and stored to the system. This includes PDF, XML, HTML, Microsoft Word, Excel, Powerpoint, Audio, Video – any format!
- Search features include both simple and advanced query interface: returns extremely relevant search results because concise searches can be formulated.
- Unlimited index field types: Create index fields that enforce specific types of data (e.g. email address, date, yes/no, multi-value fields, drop down selection lists, etc).
- Email document directly out of the application, no need to have an email client installed on the client computer.
- One step upload: Allows documents to be indexed and uploaded in one step.
- Batch load: Allows entire batches of files (thousands of invoices, statements, images) and their index information to be automatically loaded in either automated production workflow or User initiated workflow environments.
- Customized, flexible approach to define business rules to automate document distribution and workflow with complete control over all levels of access.
- Automated data tracking system with continuous audit on data sent, delivered, received and all user activity.

DOXIM provides you with the following benefits:

- Security – from hardware infrastructure to individual documents
- Rapid deployment – full implementation is measured by weeks instead of months
- Implemented and existing success – strong customer reference base
- Streamline paper intensive process – reduce administrative tasks
- Enhance customer satisfaction – rapid information delivery
- Reallocate vital resources – improve flexibility to meet changing needs.

Compliance & Legislation:
Privacy – It's a Best Practice

Our Ongoing Commitment

Interprise Solutions provides solutions that enable organizations to make better decisions by managing the documents, content and processes that drive their business. Interprise Solution's DOXIM Enterprise Content Management (ECM) solution allows customers to build and sustain competitive advantage by managing content throughout their organizations, automating and streamlining their business processes, and providing the full spectrum of connectivity needed to simplify their critical and everyday decision making.

Recently, governments around the world have been enhancing individual privacy and encouraging electronic commerce. A variety of approaches have been used, including legislation.

Our approach to ascertain and ensure compliance

Although legislation is often the driver, good business practice requires an organization to be responsible for the protection of personal information and the fair handling of it at all times, throughout the organization and in dealings with third parties. Care in collecting, using and disclosing personal information is essential to continued consumer confidence and good will.

DOXIM conforms to both the letter and the intent of the privacy legislation. We welcome the opportunity to speak with you about our capabilities.

DOXIM ensures that your sensitive and personal information is protected.

At Interprise Solutions, the privacy and confidentiality of our customer's content is one of our highest priorities. We are committed to upholding the privacy principles recommended by the Canadian Standards Association and adopted as part of the Personal Information and Protection and Electronic Documents Act (PIPEDA) and those of governing authorities around the world.

Privacy Principles to which we are committed:

- Accountability
- Identifying purposes
- Consent
- Limiting collection
- Limiting use, disclosure & retention
- Accuracy
- Safeguarding information
- Openness
- Access
- Challenging compliance

Privacy is good business.

Companies that respect and protect consumer privacy will gain a competitive advantage. In fact, good privacy practices:

- Build consumer confidence.
- Protect the integrity of your organization
- Increase customer loyalty, and
- Help improve your bottom line.

Due to the nature of this material, numerous legislative and standard associations have been referenced and excerpts taken from a variety of documents. It is not Interprise Solutions' intent to claim any of this as their own.

Interprise Solutions Inc.
164 Torbay Road, Markham Ontario, L3R 1G6
905-475-9876

INTERPRISE
SOLUTIONS