



Patricia® Extended DMS

When your needs for document management surpasses the functions featured in the standard Patricia® document tab, we are happy to offer you the Patricia® Extended DMS. Efficient document management made accessible.

Think of all the hours spent looking for the right documents. Now think about all the time you could save if searching for information was swifter and handling your documents was more efficient. Discover the potential of Patricia® Extended DMS.

Sophisticated search

Patricia® Extended DMS features a full-text search function that allows you to search for content within each document – or across the entire case document tree. Scanned PDF images can be transformed into text, and added to the search index. This means you're also able to find scanned PDF documents by searching for text they contain.

Powerful preview

Bringing traditional case management into the digital world, the preview function lets you flick through documents and view their content – just like browsing through a physical case file. A quick and intuitive way of finding and reviewing case documents.

Versioning

Not only does this feature allow you to track previous versions of documents without needing to access backup systems, it also lets you see the difference between versions. Documents can include a history of which user edited the document and on what date.

Work where you want to

Offline Work Mode lets you work on case documents outside the office. You can synchronize a case document folder before leaving the office, and work on the documents while you're away. Then, when your laptop next connects to the office network, the Patricia® Extended DMS automatically synchronizes any local changes as a new version of the document to the server.

Secure signatures

The Patricia® Extended DMS allows application of secure digital signatures. A specified security model ensures that defined templates can only be signed by the person responsible – not by other Patricia® users.



» Find your document fast, see what it contains and compare it to other versions. Take complete control of your case documents with Patricia® Extended DMS. «

Communication

Patricia® Extended DMS also features advanced email sending capacities: select your documents by checking their boxes and send them via email, directly from within Patricia®. You can also create PDF letters with your company's letterhead (or other templates) directly from within Patricia®.

Business as usual

Last but not least: you can continue using Patricia® just the way you're used to. The advanced functionality of the Patricia® Extended DMS can be accessed when needed, but administrative staff can continue using the standard Patricia® document tab without needing to learn all the new features.

