

AVILYS DMS – DOCUMENT AND PROCESS MANAGEMENT SYSTEM

SOLUTION DESCRIPTION

The Avilys (eng. Beehive) DMS software allows managing document-related processes easily and working more efficiently by centrally storing all incoming, outgoing and internal documents. Avilys helps to perform in a quite shorter time practically all routine document management and administrative tasks. Avilys can play its role in organization of almost any size since it can be tailored to specific needs. The Avilys document management system can be used as: a standalone system helping to manage the whole life cycle of organization's documents, from production to archiving, and thus is essential for core processes in the organization; a backend system integrated with core systems of the organization, supporting core systems with a document management function; an enterprise content management platform for development of specialized applications.

BENEFITS

- Centralized storage and archiving of documents.
- Electronic documents and electronic signature.
- Automated workflow processes.
- Graphical process modelling.
- Substitution of employee and document transfer.
- Templates of documents and reports.
- Bulk operations with documents.
- Versioning, tracking history, audit log.
- Multiplatform architecture and integrity.
- Optical character recognition (OCR).
- Automatic file format conversion.
- Advanced security: document accessibility and staff confidentiality levels, restricted visibility of organizational units and staff.

ABOUT COMPANY

Asseco Lietuva, UAB (Asseco Lithuania) is a Lithuanian software development and system integration company, belonging to Asseco Group, that is the largest IT group in Central and Eastern Europe.