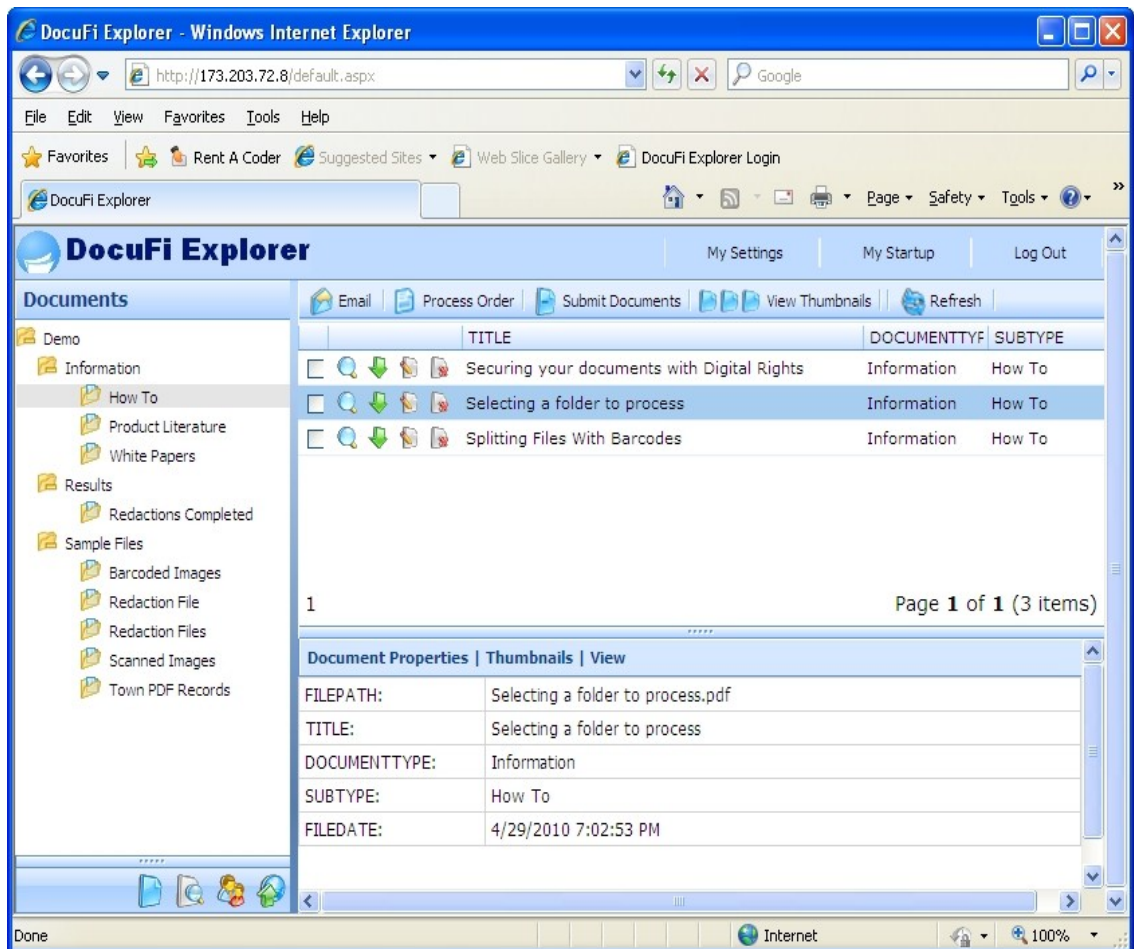




Online Document Services - Intro

DocuFi Explorer provides online services and archive retrieval in a cloud hosted environment for your documents and drawings

DocuFi Explorer is an online document services and retrieval solution unlike any other. It is a simple to use tool giving you a rich set of document services you can use on your valuable document assets. Our services operate within cloud computing services, or within your own network infrastructure. By leveraging the benefits of Software as a Service and cloud infrastructures, you have access to common tools that often require lengthy, complicated and troublesome installations. *Experiences the benefits of Cloud hosted document services.*





What can you do?

You can populate your own document repository or upload a bulk set of indexed documents and information.

Navigate folders - Simply point and click your way to navigate to the documents you want. You can have your own fields and navigation layout you want to replicate your most common requirements with our system.

Search, View and Email – Use our search tools to locate and find your desired document, preview the thumbnails or even send the select document to a friend or colleague. It's fast and simple.

Select your files for Document Services – Select any of your documents to be processed using our various services that are common requirements. Split and rename files at barcodes, Convert TIF 2 PDF or PDF 2 TIF, Redact sensitive data, or apply secure Digital Rights to your documents. The resulting files are then emailed back to you once the services have been completed. Or, you can elect to have the results hosted by our service.

Submit your own files for Document Services – Perform the same operations on your own files found local to your pc. You can then elect to have the original and results hosted into one of our hosted services, or simply have the results emailed back to you.

Add more files or bulk upload – You can easily add more files to your document services database or even add a bulk of data using text files with indexed attributes.

Control users access – You can add users into the system and send them invitations to join in with their own private password. Our roles management tool allows you to assign the proper rights to what you would like your users to be able to do. Download files, Upload new documents, change document properties, or submit document services orders into the system.

Review system usage – We log all common activity allowing system administrators the tools to monitor the usage of file downloads, services and much more.