

Document Management Solution

Manage Your Documents Online - Securely and Efficiently

Eliminate paperwork, Excel spreadsheets and Word documents. Define your document workflows with business rules, set SLAs and auto reminders and improve governance. Automatically create documents using smart templates and instantly share them with colleagues.

The Rock Document Management solution on the Comidor platform will enable you to review, approve, store and access your documents quickly, efficiently and securely. Maximise productivity and work smarter with Comidor.



Full Document Life Cycle Functionality

Document Creator



Produce any type of document from legal contracts to employee letters. Create your own templates and auto populate them with any system content.

Automate Workflow



Define the routing of documents and tasks and create smart forms for users to complete. Monitor the progress of each document and identify bottlenecks.

Versioning

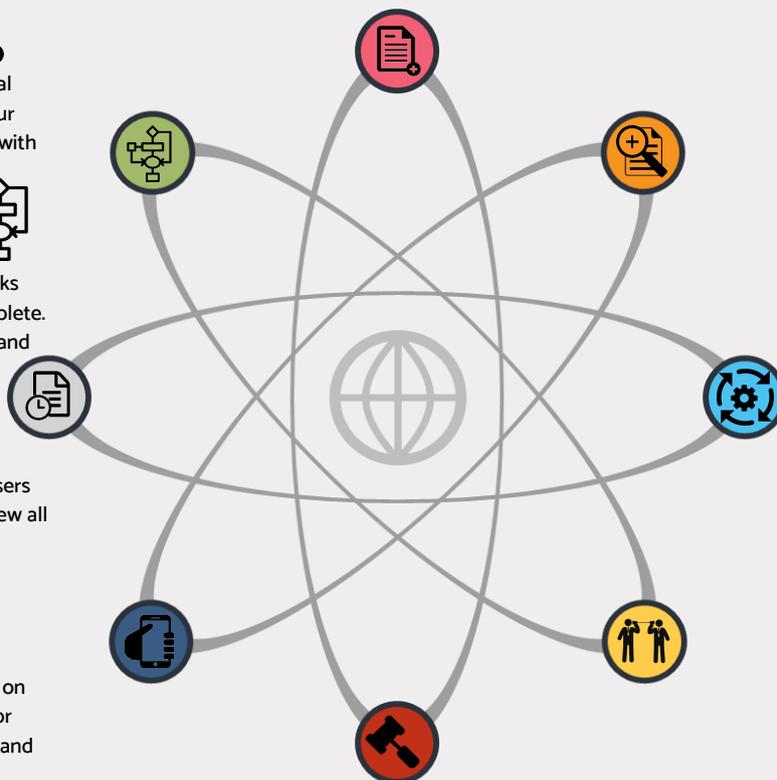


Comidor supports full version control. Users with the correct permission rights can view all previous versions stored and access any version as required.

Mobile Access



Review, access and approve documents on the go with customisable mobile apps for Android and iOS. Access tasks and view and share comments with colleagues.



OCR/Doc Analyser



Extract text from documents using conditions and use it to assist with the decision making process.

Business Rules



Set complex business rules to ensure the correct routing of approvals by business area and approver. Set limits by user/process and define SLA's with auto reminders.

Collaboration



Share and comment on documents with others. Define access to individuals or teams and use the Wiki function to spread knowledge around your business.

Governance



Date and time stamp when users open documents and approve. View the audit trail of each document and workflow step.

Unique Features, Unrivalled Performance

Interoperability

Use the DMS with the eco system of Business Apps available from People Management to Project Management and from Task Management to CRM

Secure and Future Proof

AWS cloud servers provide best in class security. Extensive features include data encryption in transit and at rest, support for Single Sign On and ISO accreditation

Integration

Quick and seamless integration with Dropbox, Google Drive, Box and other systems



Integrated Communication

Communicate and collaborate effectively with the powerful built-in tools including chat, video conferencing, messaging and integrated email client

Robotic Process Automation

Automate end to end processes and aspects of your document management using RPA

Digital Tools To Help Transform Your Business

Low Code/ No Code



Create Business Apps in hours with no coding skills using the unique step by step App Builder

Use AI and Machine Learning to make your processes and DMS smart



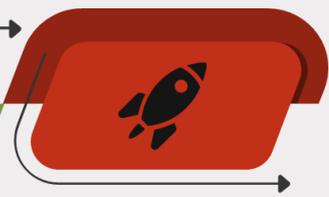
Artificial Intelligence

Real Time Reporting



Build reports and rich dashboards in minutes and get instant data insights

Customise any aspect of the platform quickly, easily and at low cost



Flexibility and Speed

Start your Digital Transformation today

Contact Rock Applications

Speak to us about a POC - at no cost to you

Rock Applications

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