

EZContentManager

Document Management for IBM i Systems

Capture, store, instantly access and manage all your forms, checks and business documents directly from IBM i/AS400 system screens.

You Have the Requirements to Manage Your Business Documents and Information, Now You Have the Budget, with ACOM's EZContentManager (EZCM)!

A single unified repository for managing all your organization's documents and records, EZContentManager is an affordable solution that lets you securely store, track and share electronic documents in a full-featured electronic document filing system. Store any type of document in any format - instantly search for the needed information and collaborate with team members...directly from your AS/400, iSeries, and System i screens via secure web browser access.

A Secure Central Repository of All Your Business Information, Designed to Fit Your Business Processes, Making You Faster and More Efficient

Store any type of document in its original format and file type, to quickly search for needed information across your enterprise. Maintain control of all your business information based on pre-defined and secure user access settings. EZContentManager provides a powerful way to handle your business information, giving you faster access to the documents you need now.

Professionals spend 50% of their time searching for information and 18 minutes to locate each document, on average...and 5-15% of their time reading it...



Quickly Locate Your Vital Business Information

Why spend the time and associated costs manually filing and retrieving paper documents, when your organization can boost efficiency and reduce costs through electronic document storage and retrieval? Employees can locate the right information, within seconds, to increase productivity, and dramatically cut customer response time.

Companies typically misfile up to 20 percent of their records - thus losing them forever.

Easy for Users, Powerful for Administrators

Capture, Store, Retrieve and Manage all your business information with EZContentManager.

Operated Right From Your AS/400, iSeries, and System i

Application Screens: Easy-to-use and no need to open another application when you can easily access the functionality of EZContentManager directly from ERP Screens.

Powerful Index-Based or “Google like” Search

Instantly search & retrieve business documents and related information, throughout the enterprise and beyond, via secure web browser access.

Intelligent Document Linking

Search for specific information and you're automatically linked to all of the related documents. Increase employee productivity and cut customer response time in half.

Communicate and Collaborate

Share documents & information with employees, partners, vendors and customers, always in the latest version and without requiring ERP access.

Capture All of Your Business Information

Scan and import documents and images directly into the solution from anywhere on your network or beyond: electronic or paper information, video, audio or any file type from anywhere across the enterprise.

Complete Control with Role-based Security

Securely manage who has access to what information and what they can do with it... individually and right down to the document level. Intuitive and easy to learn; completely configurable without dependence on IT for system changes.

Compliance Ready

Features control and audit trail functionality to support legal, regulatory and industry requirements – know where, who, and how a document was read, downloaded or changed, managed with all documents in their native file formats. Manage where and how long you retain information to comply with government and legal mandates.

Easy Start-up in One Day

EZContentManager comes complete with 5 concurrent users (expandable to 15), implementation and training. In just one day, you're fully operational with a standard configuration and all of the feature/functionality of ACOM's integrated IBM system EZContentManager.

EZContentManager gives you powerful yet affordable tools for managing your business information directly from your AS/400, iSeries, and System i application.

Features	EZCM
Concurrent Users Completely Configurable	✓
Integrated with ERP Screen Button Access	✓
Secure Electronic Storage and Retrieval	✓
Stored in Original File Format	✓
Intelligent Linking of Documents, Files and Information	✓
Collaboration: Share Calendars, Forums, Chats	✓
Check-in/Check-out Version Control	✓
Document Mark-up Annotation and Preview	✓
Secure ACOM Web Browser Access	✓
Expandable to Include Enterprise-Wide Users	✓
Administration Control, Audit and Reporting	✓
Compliance-Ready Feature/Functionality	✓

 EZContentManager

Start controlling your business information today!
Built for integration with the IBM system.

For More Information
Contact ACOM Today
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