Projects Module – A Full Cycle Solution

Master Document Version Control

- Secure check-out / check-in controls
- Multiple workflow options
- Past revision protections
- Full integration with project documents

Project Document Version Control

- Secure check-out / check-in controls
- Multiple projects capability
  - The number of projects is unlimited
  - Different projects can have different administrators
  - Projects can be grouped by type and category
  - Site-specific project data fields can be created and populated by users
  - Completed projects and their documents can be archived and hidden
- Individual project configuration
  - The number of documents within a project is unlimited
  - Multiple copies of the same document are allowed within and between projects
  - Users and access are unique to each project and are managed within each project
  - Projects can contain documents outside of E*Doc
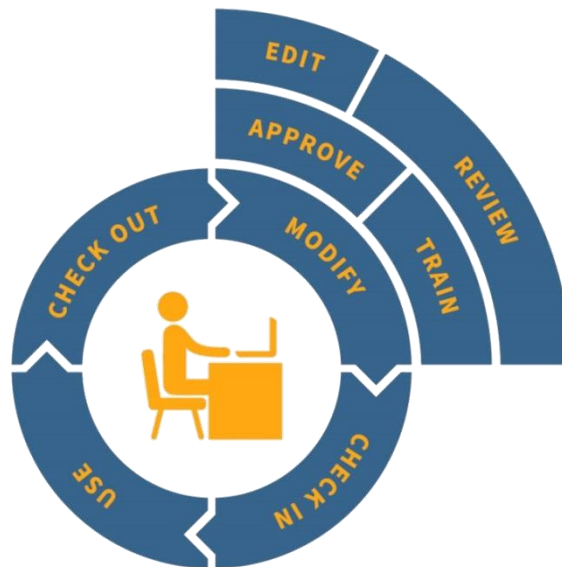 - Status flags warn users when the same document changed elsewhere in E*Doc

Extensive Concurrent Engineering Support

- Concurrent views – quickly compare the status and content of one document over multiple projects
- Immediate notifications – automatically generate emails to affected concurrent document users
- Consolidation methods – easily integrate document content between projects
- Integrity checks – preemptively avoid document overwrites
- Reconciliation methods – accurately maintain the integrity of all documents

> What our clients are saying:
>
> "There is a LOT of excitement here over E*Doc's new projects module! I'm so excited. E*Doc is a real life-saver!"
>
> Document Control Manager – SLC Refinery

AIS
Software. Systems. Solutions.