



ENTERPRISE
SOLUTIONS



SRIT

Software Solutions

Document Management

Renaissance Document manager is designed to deliver a total corporate-wide, end-to-end Document and Content Management solution. Organizations rely on Renaissance Document Manager system for their versioning, security, check-in/check-out and audit trail features. The software is respected for its adherence to open standards, integration with Microsoft Windows 'Back office' and 'Front office' environments, scalability and affordability in total cost of ownership.

The benefits of Renaissance Document manager:

- ✓ Corporate Information on the desktop
- ✓ Improved customer service
- ✓ Improved business processes
- ✓ Improved staff productivity
- ✓ Risk minimization
- ✓ Improved corporate policy implementation

Modules:

Electronic Document Capture enables format-independent electronic files to be classified and copied to a secured document repository and referenced from within a file, correspondence or contact record.

Document Scanning module enables multi-page documents to be scanned and attached to a subject file, correspondence or contact record.

E-mail Management module makes your email system an integral part of the organization's records management system. E-mails are organizational records and must be managed in accordance with organizational document management rules and regulations.

Issue Management System enables both internal and external correspondence to be registered and actioned. Correspondence is a record of information and can be related to any number of subject files, correspondence or contact records.

Files Management Module supports both the physical and virtual collection of information. Physical file tracking with barcode readers is fully supported to maintain the file location.



Image Management system quickly accesses detailed plan information. Corporate plans can be made available as images for viewing from the desktop.

Contacts Management Module Fundamental to any records system is the relationship between the client and their correspondence regardless of the subject. The Contacts Module enables all information related to a client to be discovered independent to the information type or subject.

Archival Management Module Module facilitates the boxing and storage of physical documents and files, enabling inactive records to be located in less expensive storage locations.

System Administration Module lets you configure the system to comply with your organization's established records management business processes.

Disposal Schedule determines the lifecycle of organizational information in accordance with established rules and regulations.

Master File Plan Module enforces a hierarchal subject classification system on the organizational information collection. This unique feature of Renaissance Document manager maintains a controllable information indexing structure, facilitating content -independent searching.

Features:

- ✓ Search and retrieving
- ✓ Version Control
- ✓ Audit trail v Back-up and restoring
- ✓ Integration with windows application
- ✓ Data publishing on CD
- ✓ Folder Management
- ✓ Document & Content Management
- ✓ Archival v Document Indexing
- ✓ Concurrent Document View and search
- ✓ Reporting
- ✓ Integration with windows application



Benefits:

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CMMI DEV / 5SM
Exp. 2019-02-26 / Appraisal #26291

Since its inception in 1999, SRIT has strived for excellence and thoroughness in the IT sector, with the goal to harness the potential technology has to permeate an industry and transform it at every level. We focus on verticals where large-scale operations and process lifecycles can be streamlined via a single technology, thereby enabling that domain to accomplish exponentially more than it was previously capable of doing. As such our primary focus is on transforming industries such as healthcare, governance and telecom and automate them from start to finish, such that their benefits ripple out to a far greater number of people in a much shorter span of time.

We've been recognized as 2015's 'Brand of the Year' for Healthcare Managed Services by Silicon India. We are a CMMi DEV/5 company as well as the world's first SSE-CMM Level 5 assessed IT company.

Get in Touch

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