



The right **document management**
software for your business.

Available Now. Document Manager **5.8**

A new way of working

www.document-logistix.com



INTRODUCTION

Document Manager 5.8 is the exciting new release of Document Manager 5 (DM5). DM 5.8 has been completely redesigned to be more efficient, more secure and easier to use, while it still retains the application's trademark ease of deployment and scalability.

Each release not only brings new features but focuses on improving performance, security and ease of use based on feedback from our existing users.

DM5 can either be deployed on premise or as a managed service in the cloud.

From UI and accessibility to imports and viewing, here are some of the new or improved features in Document Manager 5.8

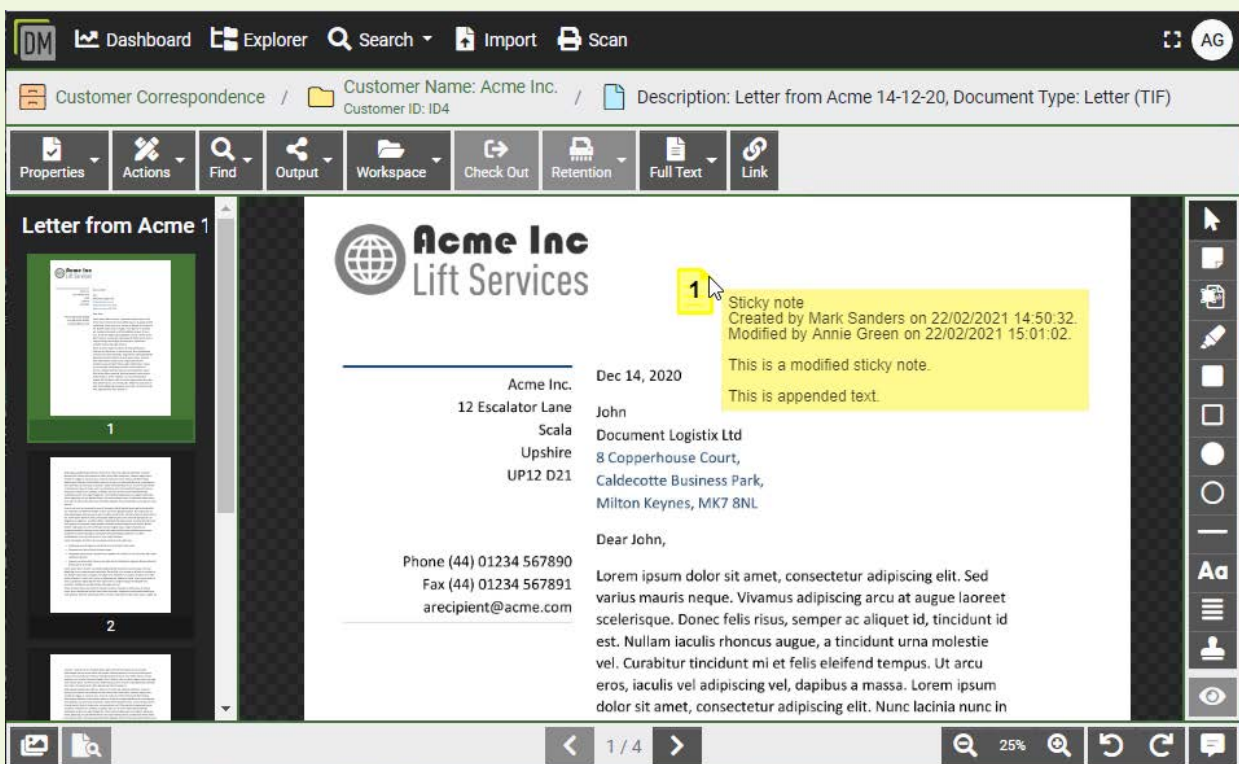
- Re-Architecture
- UI Redesign
- General Site enhancements
- Administration
- Accessibility
- Customisation
- Dashboards
- Import
- Document Viewer

Re-Architecture

Document Manager 5.8 has been completely re-architected from the ground up to produce an industry-leading single-page web application. This process was undertaken to 'future proof' the application using modern technologies that will be supported going forward. Focus was placed on improvement to security, performance and usability.

UI Redesign

Document Manager's User Interface (UI) has also been completely re-designed for 5.8, with emphasis on creating a more natural and fluid feel. There is enhanced support for cross-browser activity and devices such as tablets and mobile phones. Much of the UI layout is now customisable and has resizable panels, a breadcrumb to help navigation, the ability to switch to full-screen mode and filters to help with data sorting and viewing.

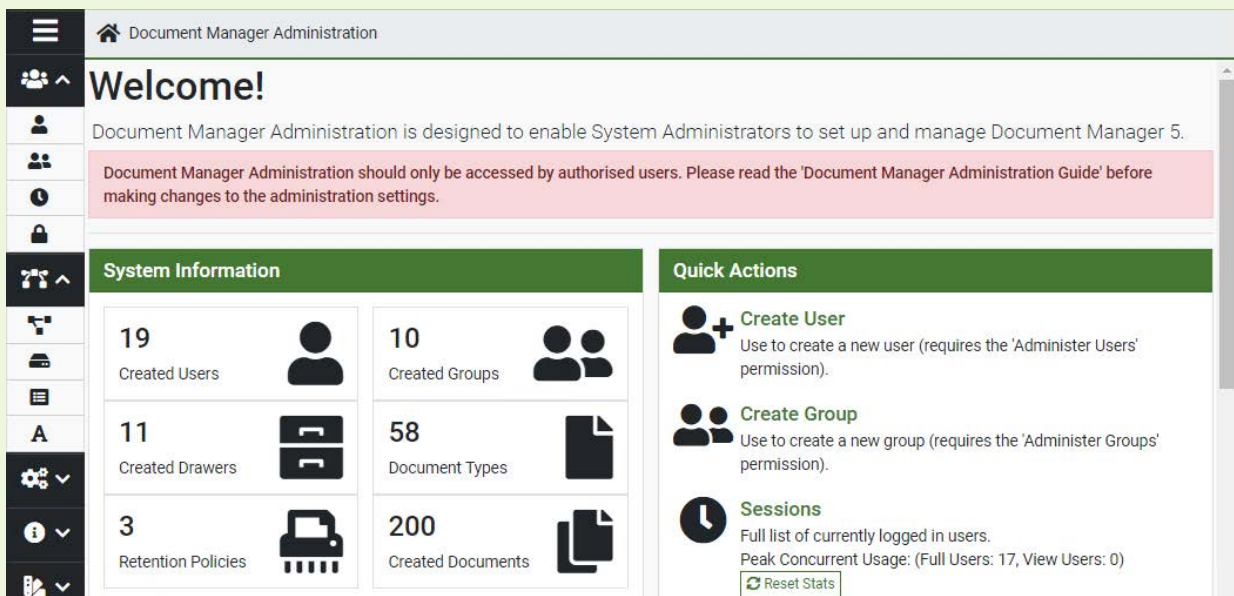
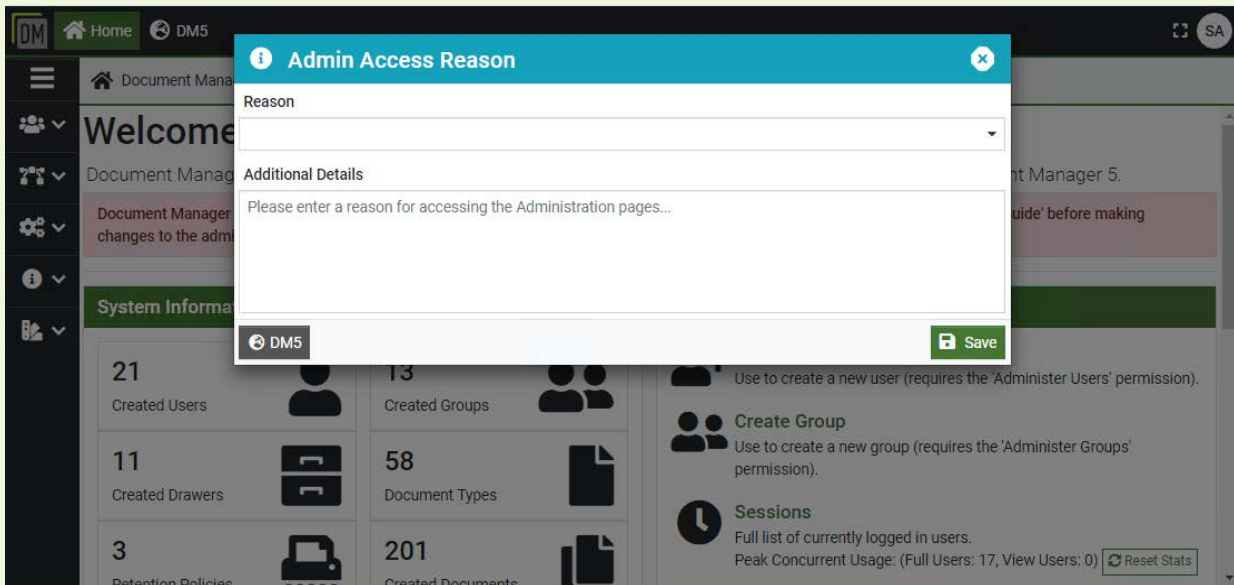


General Site Enhancements

Document Manager 5.8 includes enhancements across the site in areas such as User Interface (UI) and usability. These include localisation support for different languages (currently only English is available but others will follow), new permissions to explicitly deny access on folders and documents, enhanced filtering to help with data reading, and more options when exporting documents from the system. There has also been a complete overhaul in the information messages that provide users with more informative feedback and greater detail in any error messages displayed.

Administration

The administration pages in Document Manager 5 have also had a complete overhaul using the same technologies and appearance as the main site. There is a cleaner look and feel and improvements in navigation around the administration pages. There is a brand-new Administration Homepage featuring key information and quick actions, new configuration screens for identity providers, a theme builder and an Event Log. On the security side, there is now a Login Reason dialog box when accessing the Administration Pages and an option to email newly created users a link to create their password when first logging in.



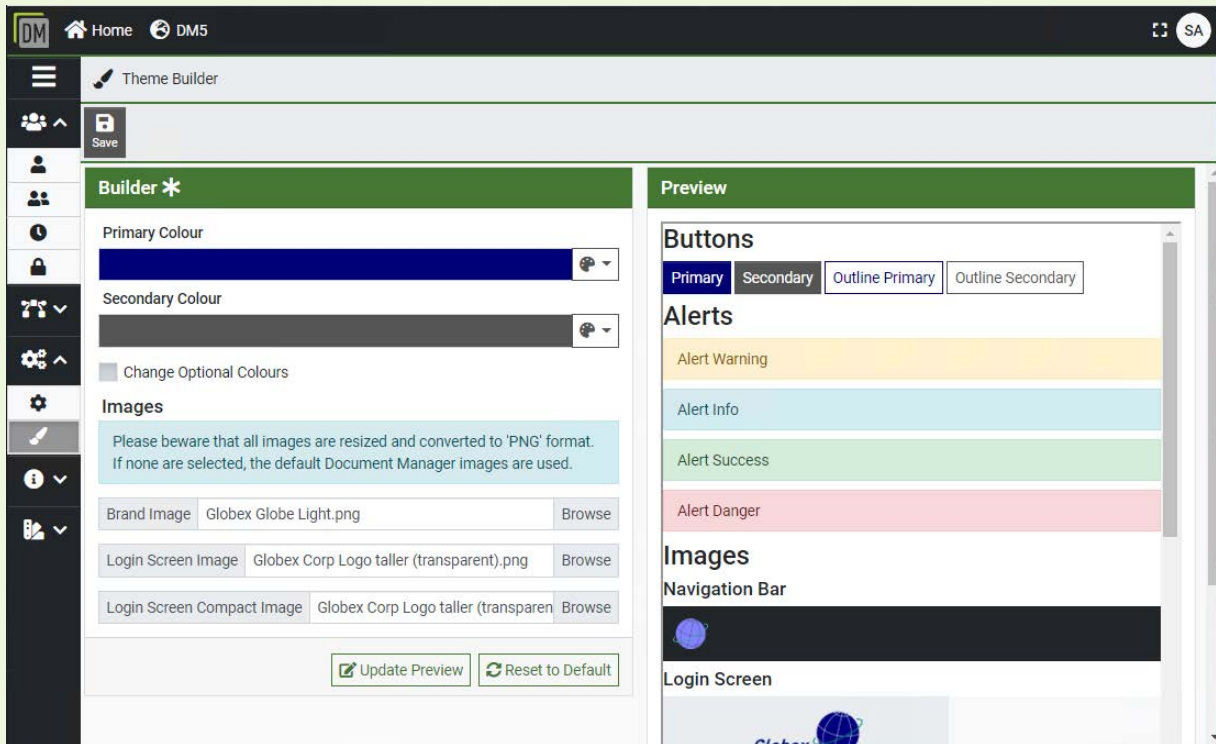
Accessibility

Document Manager 5.8 now has accessibility support for compliance with the Web Content Accessibility Guidelines V2.1 level A and level AA, and some aspects of level AAA. 'Accessibility' describes the extent to which software, or a website can be used by people of all abilities and disabilities. With Document Manager 5, Document Logistix is committed to application accessibility for as many people as possible. Document Manager 5 supports various assistive technologies to increase accessibility, including:

- The ability to zoom in.
- The capability to change colours, contrast levels, fonts and font size.
- Keyboard-only navigation.
- Support for Screen Readers (including JAWS and NVDA). Implementation may vary according to browser and screen-reader dependencies.

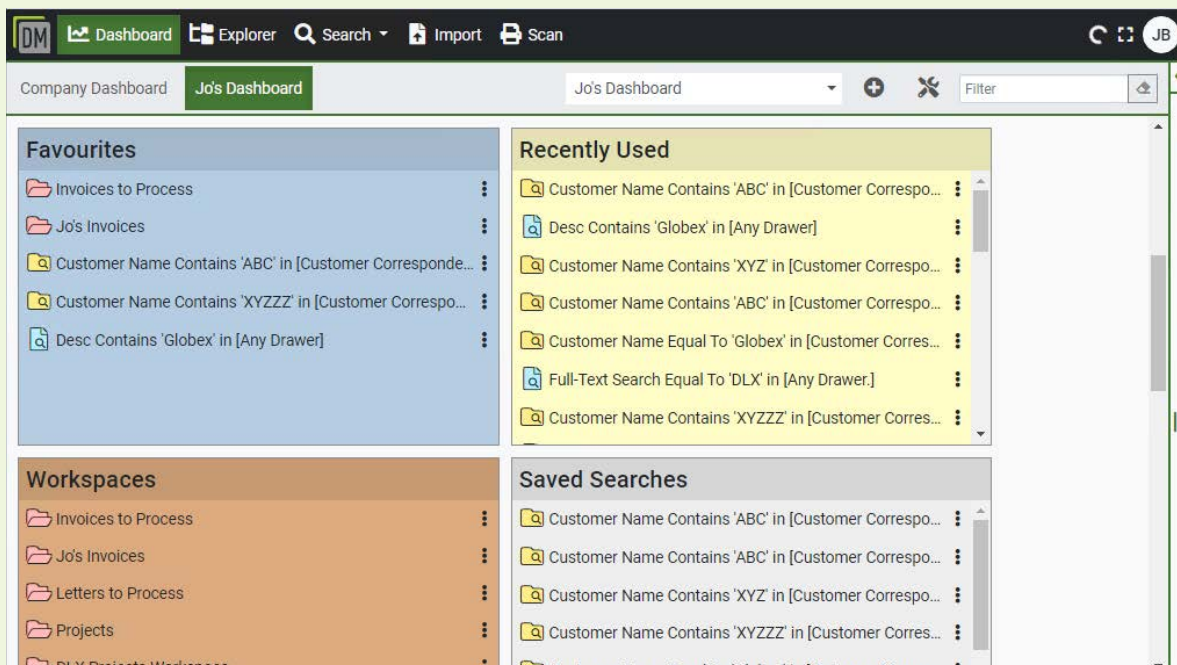
Customisation

Document Manager 5.8 provides the ability to alter the look and feel of the website to blend with a corporate theme. Primary and secondary colour schemes can be changed, logos and icons can be replaced, and the Administration area includes a theme builder to enable you to preview your changes.



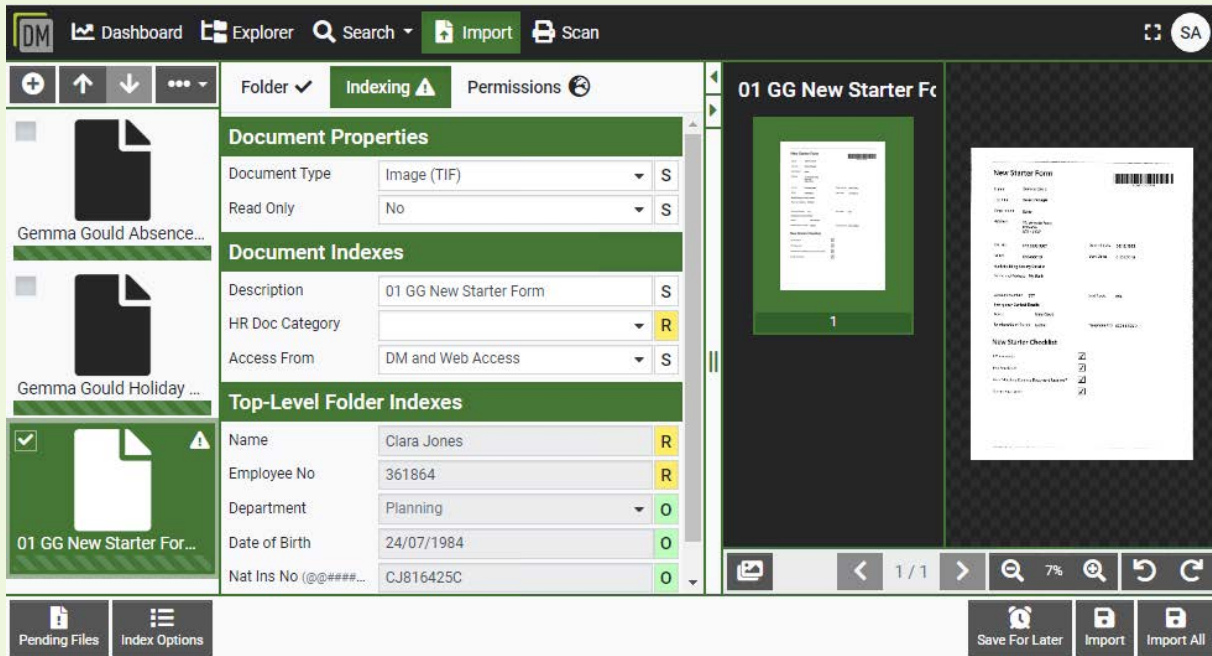
Dashboards

Dashboards are the main focal point of Document Manager and in 5.8 these have been improved, with features like 'Most Recently Used' lists added to the new Dynamic Dashboard. The general look and feel of dashboard layout and widgets have been improved for usability and readability. The ability to hide dashboards that you are not interested in is also available.



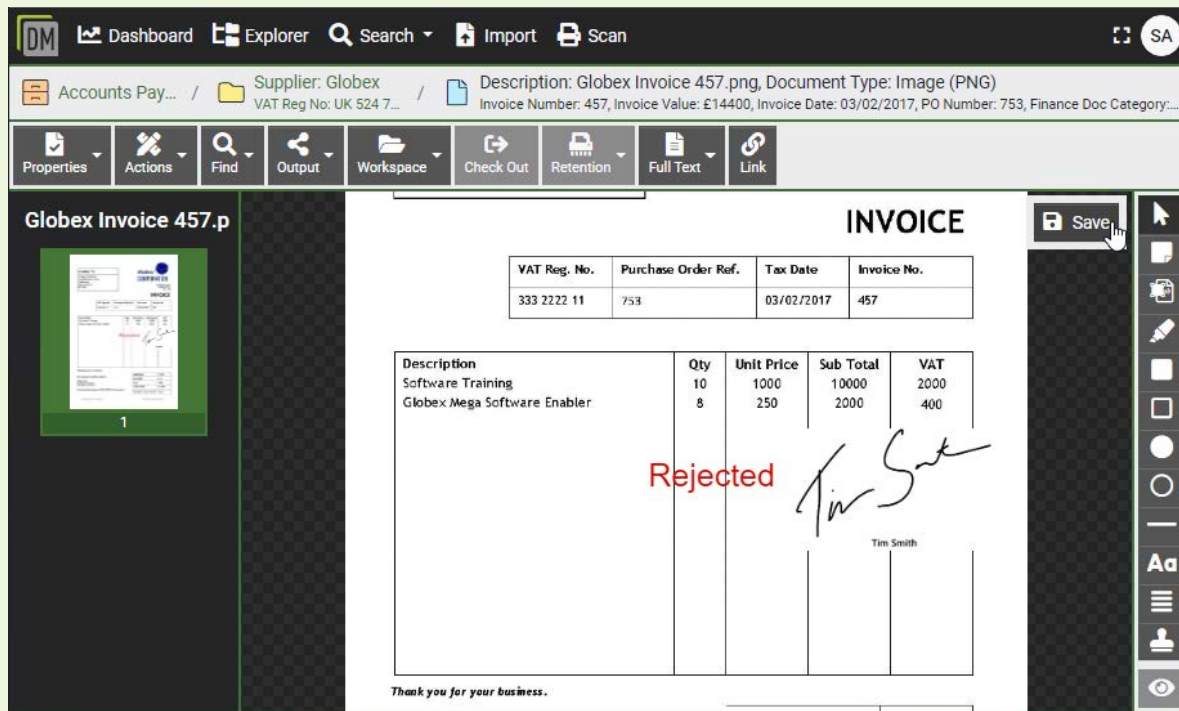
Import

The ability to add documents to the system is a critical function! So, in 5.8 we have made a number of improvements, not only to the UI, but also to the background processes. DM 5.8 provides an all-new Import UI, which is redesigned for a clearer layout. It provides the ability to import single or multiple documents at any time, save documents to be indexed later and retrieve documents that are pending indexing. In the background, advanced algorithms aid efficient upload and document saving, and enable users to upload documents that are greater than 2GB in size



Document Viewer

Document Viewer (previously 'Image Viewer') is one of the many improvements in DM 5.8. Document Viewer provides the clearest view of the open document while, in the background, clever algorithms and caching have been implemented to achieve rapid document loading and previewing.



Enhancements in Document Manager 5.8 compared with 5.7

- Now a single-page application optimised for performance with UI layout improvements, including new breadcrumbs for navigation and full-screen mode.
- Developed with Accessibility in mind supporting keyboard navigation, visual enhancements and JAWS and NVDA text-to-speech.
- Supports OAuth2 and OpenID authentication, and providers such as Microsoft, Google and Facebook for seamless login.
- Product look can be customised, including colours, logos and icons.
- Dashboards redesigned for easier reading and now has most recently used (MRU) lists and ability to hide dashboards.
- Explorer improved for ease of use and has new filter/search options.
- Import now has clearer layout with ability to import multiple documents into different folders and different drawers, at the same time, to save documents for subsequent indexing and to index pending files.
- Document Viewer has improved speed of document loading, with a new Page List view with Edit mode.
- Improved error messages and informational text.
- New 'Deny Access' permission on folders and documents for specific users/groups.
- Workspaces has a new drawers list and drawer-specific view.
- Administration Pages redesigned for easier navigation and ease of use, with new homepage for key info/quick actions, and new screens for Identity Providers, Theme Builder and Event Log viewing.

Coming in Document Manager 5.9:

- Fully-featured Administration Module enabling complete configuration and management of Document Manager 5.
- Multiple Document Workflow – ability to perform Workflow on multiple documents at the same time.
- Database creation and update tool allowing the creation and modification of Document Manager databases.
- Office 365 integration improvements.
- UI usability enhancements.

WHY WAIT – BOOK A DEMO AND SEE FOR YOURSELF HOW WORKFLOW CAN BE TRANSFORMED

Even though a system may be getting clunky or even costly, businesses sometimes put off change because it feels difficult or potentially disruptive.

Document Logistix would like to demonstrate to you that adopting document management is straightforward, dramatically improves workflow, results in better customer and staff satisfaction – and delivers a fast return on investment.

GET IN TOUCH SO WE CAN SHOW YOU HOW, CALL NOW.

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