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NODE\_12

# The Ultimate Enterprise Content Management Solution

## Why Choose Dokmee?

Dokmee is a secure, easy to use enterprise content management system designed for a variety of purposes including document capture and storage, search and retrieval, and file sharing. Dokmee adapts to any business model by maximizing accessibility and functionality in repositories of all sizes, while increasing collaboration and communication between users. With a very user friendly interface available in 19 languages, Dokmee is the smart and flexible choice.

## Automate Your Business Processes

- Organize, manage, and quickly find your files in one centralized repository with multi-level organization.
- Manage structured and unstructured data
- Workflow: Make your business process effortless with a user-friendly Graphic Workflow
- Access from anywhere, at anytime with any device (iOS & Android)
- Don't remember where you stored your file? Dokmee ECM uses metadata for quick and efficient retrieval of files
- An ECM solution allows for automation and optimization of daily processes which, in turn, streamlines these processes in a manner that is efficient and cost-effective



Provides centralized access to files from any device, easy to set up and configured and can be hosted on-premises or cloud.



Get connected worldwide and on-the-go. White label with a personalized company logo. Compatible with Internet Explorer, Firefox, Chrome, and Safari.



Maintain full control over user access with granular security controls and comprehensive audit tracking.

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## Main Features



### Workflow

Manage document flow and business processes for multi-user approval requirements.



### OCR

Convert images to searchable files: PDF, TIFF, JPEG. Supports 130 languages.



### Full Integration with Microsoft office 365

Besides saving files directly from O365 applications, Dokmee ECM allows users to edit Word and Excel files directly from the platform, without the need to download them locally).



### Open API

With our Swagger library, Dokmee makes it easier to integrate third party solutions to our ECM application.



### File Sharing & Collaboration

Multiple users can view files at the same time, along with version control for editing and revisions.



### Annotations & E-Signature

Add layers to images such as custom stamps, sticky notes, and alpha numeric page numbers.



### Dokmee Forms embedded on the software

Dokmee Forms is now part of ECM, so users can automate the data collection centralizing it on ECM and start a workflow upon receiving, or simply archiving their E-Forms.



### File Retention

Automatically purge and delete files based on a specified retention period.



### Security

Centralized group and user access control with granular restrictions and detailed reporting.



### Fully renewed and optimized file viewer

With a faster and more complete file viewer, users can easily edit their files by adding stamps, electronic signatures, stamps, add/remove pages, and much more.



### Automatic Indexing available

No need to manually index your files. With Auto Indexing, users can now index their files automatically powered by our AI Capture tool.

ACTIVE DIRECTORY • INTEGRATION • SEARCH FUNCTIONS

ORGANIZATION • COLLABORATION

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