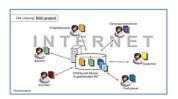




DOC.project: feature list / Version 6



document-/projectmanagement

document archiving

- documents filed in a clear, project-specific tree structure
- placement of data attributes for added information on the directories (see document search)

revisions management

- bundling all revisions (indices) of a document in one document node
- automatic revisions management by the system
- · access to old planning versions at any time

enclosures management •

- all enclosures are linked specifically to revisions
- management of text-, graphic- and data-attachments (in particular redlining features and plots)

audit security

- documents cannot be deleted completely
- data can be transferred to a recycle bin and can be restored

name conventions

- separate management of document names and local file names
- automatic comparison of planning indices

multi-upload assistant

- transmission of any number of documents in one step
- monitoring to ensure perfect data transmission
- double-ups recognised
- automatic default setting (document, revision, enclosure)
- automatic filing by using a plan code

references managem.

- management of references
- versioning system for archiving particular compound plans
- automatic archiving of an upload for a new main document
- support by Autodesk eTransmit for transferring entire reference packages

document search

- comprehensive research functions, e.g. for data attributes or
- quick full-text search, also recording texts in CAD data
- search requests can be stored
- multi-download directly from the search results

quick viewer

- previews shown in the overview of directory and search function
- extremely quick viewing of first pages due to previously generated document views
- long-term archiving by turning data into .tif files

online viewer

 integrated document viewer (enables access to CAD plans online without installing software). Generation of a vector-based view of document contents with comprehensive CAD-based functions such as zooming, layer control, redlining functions and print-outs on the workplace printer (approx. 250 file formats can be processed)





DOC.project: feature list / Version 6



communication

fax integration

- a collection of fax numbers can be allocated to a project
- neither the sender nor the recipient has any extra costs
- individual fax numbers can be allocated to defined directories where incoming faxes are stored as PDFs
- automatic notification of fax reception to parties responsible

message system

- secure confirmation of receipt from enclosed message system
- direct transmission of message without transmission time
- channeling of information with pre-configured information requirements
- address book for the whole project
- notification by SMS (cell phone text) or e-mail
- · Address groups can be pre-configured at will

external project members

project members involved externally (without access to the system)
can be included in the messaging workflow: they will receive a
download link by e-mail to the appropriate document. Successful
downloads are documented in the system. This avoids any
restrictions on mail size in recipients' mail boxes



workflow management

workflow integration

- workflows monitor and control routine tasks
- seamless integration into the messaging system, data archive and transaction module
- workflows modified specific to ordering party which map the business process
- internal approval of plans
- digital mark at the end of the approval workflow placed automatically inside the plot-file (plan ID)



general functions

favourites

• individual creation of favourites from selected directories in the data archive (link on the start page)

sorting function

file list display enables sorting of files





DOC.project: feature list / Version 6



extra functions¹

form manager

- Online daily construction reports generated directly in the system; co-operative processing of forms possible
- forms are stored in the data archive => full-text search of content possible
- pictures can be included.

repro module

- direct integration of one or more repro services
- prepared forms (e.g. shipping forms, delivery notes...)
- extensive controlling (costs, time limits, reports)

internal task management

- improved controlling and management of project members
- check of incoming CAD
- generation of tasks considering precise schedule coordination
- data
- in order to assist facility management-related planning, all CAD plans are subjected to an automatic incoming check
- extraction of headers
- text data of headers in a CAD plan are extracted by upload and provided to the user in detailed view of the document as extra information

report

 extended report functions (document lists, revision-report including information about state, release of plans etc.); can be exported as a PDF



additional functions (prices on request)

ArchivCam

 integration of a construction site webcam; automatic archiving of pictures in the data archive at predefined intervals

meteorological station

 installation of a meteorological station; daily transfer of meteorological data from the station to the data archive.

plotting service

direct link to a plotting service with predesigned forms

¹ available in standard version if required; normally adjusted to customers' requirements (customizing)