

CENTERED DOCUMENTS MANAGEMENT

In the information age, the generation of large volumes of documents is growing in the organizations. These documents are not always structured or organized and they have different types, as texts, videos, and images that need to be securely stored and easily accessible to become useful.

Support the centralized, planned and monitored management is essential. In this context, C.E.S.A.R. developed a tool that allows the centralized storage, search and sharing of documents, supporting most of the formats: Microsoft Word®, Microsoft Excel®, PDF, HTML and XML among others.

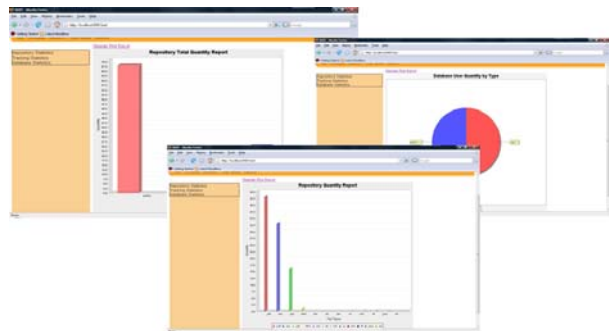


The BART tool has a friendly interface that allows users to add documents to the system as if it were adding files to a simple folder of the operational system. After that, the documents will be safe. To facilitate the documents location, there is no need to remember where the document was stored. Just do a simple search for the content and the system will quickly indicate where the document is. You can also share it between people of the same team or restrict the access to unauthorized persons.

For users who need remote access, the system can be accessible on the Internet, in which only authorized users can access the available information. Users in home-office or on the road can search for documents, create new documents or update existing ones in a flexible and easy way.

The system supports large volumes of data, which is a factor prominently on the product. It is already being used with an excellent performance with more than 300 thousand documents in a single server.

To allow a better information management, the tool also provides a set of reports that gives a quantitative view of what is being stored either in terms of file quantity and types or storage volume (mega/gigabytes).



This tool is part of a suite of tools that, integrated with methods, processes and education, in which we have half a decade of experience, can change the state-of-the-practice of your business. C.E.S.A.R. can get involved with your company to identify reuse opportunities, to install of our tools and to train your team for their effective use.

The responsible manager for the reuse area, at C.E.S.A.R., is Eduardo Cruz, eduardo.cruz@cesar.org.br, +55 81 3425-4569 and +55 81 9197-9035. He will be delighted to talk with you and visit your company. To see more about RiSE's ideas, work, skills and tools, please visit www.rise.com.br.