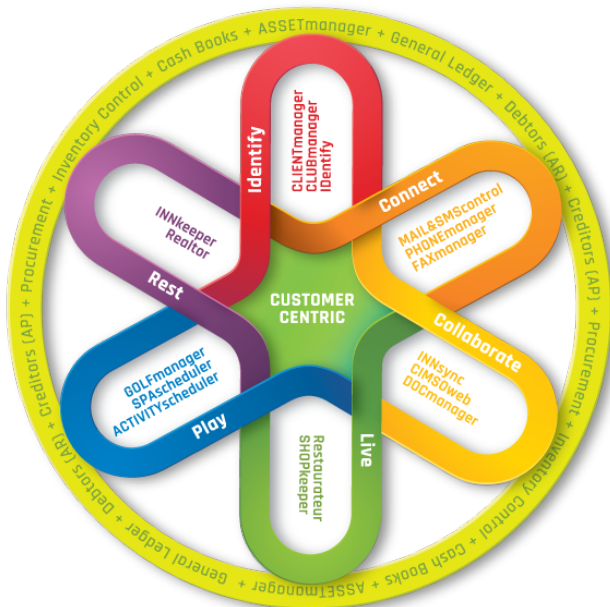


## NEAR PAPERLESS DOCUMENT MANAGEMENT SYSTEM

- ✓ Integrated word processor, spreadsheet, presentation and drawing
- ✓ Filing index with drag 'n drop tree view and fast search
- ✓ Document templates with extensive merge fields and facilities
- ✓ Personalised mail blasts with automated mail and fax transmission
- ✓ All documents stored in multiple formats, direct to SQL database



## SEAMLESS INTEGRATION



## CUSTOMER-CENTRIC DESIGN

The CIMSO ERP Software toolbox provides the tools you need to control and improve your business

- **Identify** Client Relations Management with customer identification and preferences
- **Connect** Direct individual or bulk blast e-mail, SMS, fax and snail mail communications
- **Collaborate** Live data synchronization to all offices with WEB and mobile device interfaces
- **Live** Touch screen points of sale for food and beverage and retail trade outlets
- **Play** Scheduling and management facilities for Golf, SPA, and leisure activities
- **Rest** Lodging reservations, property management (PMS), Leasing and Timeshare
- **Finance** Financial control to balance sheet, GL, AR, AP, stock, procurement, cash books

## VALUE PROPOSITION

- Next generation technology → Evolving and increasingly efficient systems
- Customer centric design → Improved client service delivery and satisfaction
- Seamless integration → Real-time financial and operational reporting
- Complete financial control → Ensures transparency and accountability
- Enterprise resource planning → Complete and efficient management control
- Reduced cost of ownership → Improved ROI and bottom line profit margins



**Operating System:** Windows 7 or later (64-bit Windows 10 recommended)  
**Supported Database:** Microsoft SQL Server 2008 or later (2016 recommended)  
**Minimum Hardware Requirements:** 1.5GHz CPU, 4GB RAM, 15GB disk space



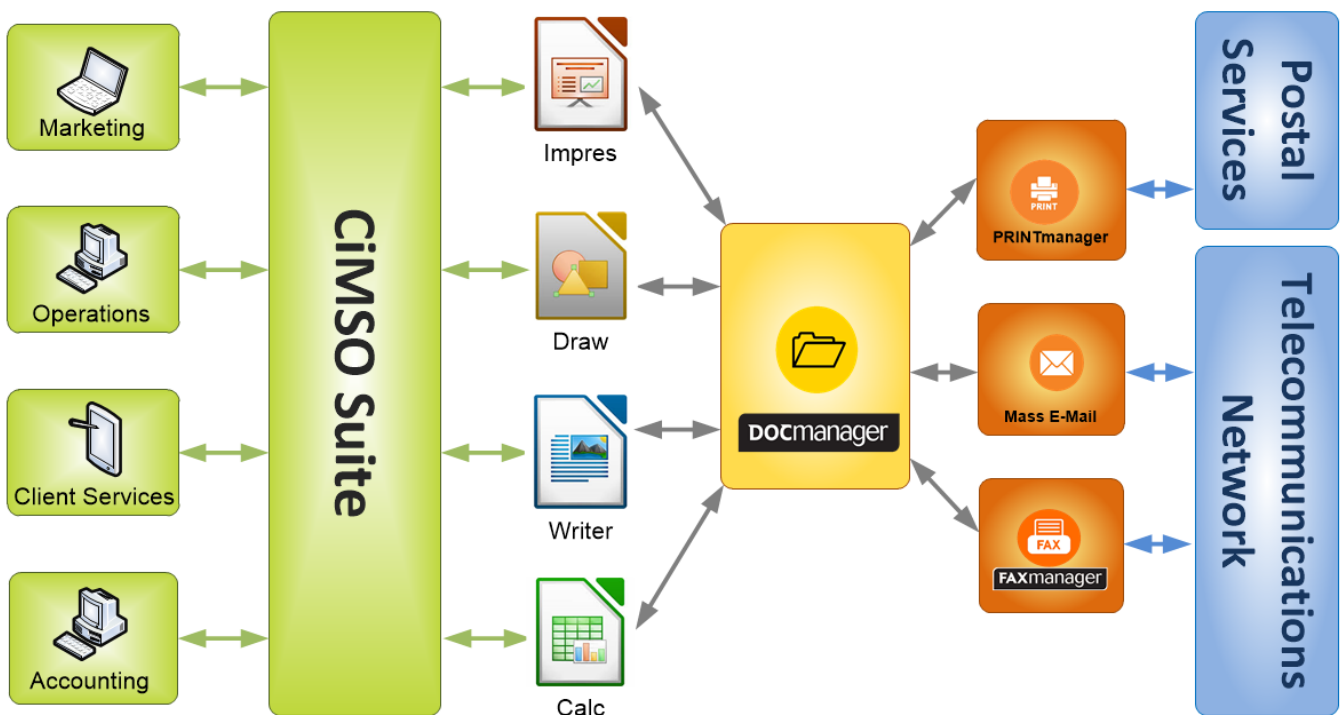
W: [www.cimso.com](http://www.cimso.com)  
 E: [marketing@cimso.com](mailto:marketing@cimso.com)

Electronic filing with integrated LibreOffice word processor, spreadsheet, drawing and presentations program and merge facilities

### FEATURES:

- Document console with fast search, merge print and storage in nine formats
- Drag and drop filing index in tree view format with fast search and retrieval
- Document templates bespoke header footer formats and status links
- Dynamic document indexing to customer and staff profiles
- Integrated LibreOffice word processor, spreadsheet, drawing and presentation programs
- Extensive merge fields and merge facilities for key management areas in the CiMSO ERP suite
- Document merge, mass mailing blasts and automated transmission by e-mail, fax and snail-mail
- All documents stored in, and archived as part of the SQL database
- Extensive document filters for fast document search and retrieval
- Seamless integration to the CiMSO suite programs

### INTEGRATED DOCUMENT MANAGEMENT:



Africa	Cape Town	marketingza@cimso.com	+27 21 852 2388	UTC+2hrs
Indonesia	Jakarta	marketingid@cimso.com	+62 21 5793 6155	UTC+7hrs
Asia	Singapore	marketingsg@cimso.com	+65 6604 7245	UTC+8hrs