

Primeleaf Consulting [P] Ltd.
#29, 784/785 Hendre Castle,
D.S. Babrekar Marg,
Gokhale Road. [North],
Dadar Mumbai - 400 028
Tel: +91 22 2447 3371/2/3
Email : sales@krystaldms.in
sales@primeleaf.in

Document Management For Small and Medium Businesses

KRYSTAL™ DMS

Standard Edition



“A recent survey showed that employees around the world waste around 30% of their time just searching for documents, decreasing the productivity of the employee during working hours.”



KRYSTAL™ DMS Standard Edition is a future ready document management system that provide various document management features.

It is easy to use, powerful and cost-effective document management software that allows small and medium businesses to centralize the management, storage, retrieval and distribution of documents.

“The average document photocopied 19 times and the average cost to send a package via courier service is between \$8 and \$15.”

KRYSTAL™ DMS Standard Edition addresses the needs of many vertical markets, including manufacturing, architecture, engineering, construction, utilities, universities, and government agencies.

KRYSTAL™ DMS Standard Edition is the fasted "Out of the BOX" solution for Small and Medium Businesses.

Just a few advantages

- No long term storage/retrieval costs.
- Regain valuable office space previously taken up by filing cabinets/files.
- Save money on fax and postage; simply email or view documents securely on Web.
- Improve client/customer relations through efficient information retrieval.
- Documents do not get misfiled or misplaced.
- Digital documents aren't subject to wear and tear.
- Digital backups of entire archive can be made easily; thus providing safety in case of disaster.

Key Features

-  **Robust Document Management with Version Control**

Document Management also enables you to manage document creation and revising. Through a check-out/check-in function, documents can be versioned and multiple revisions of the same document can be stored and archived.
-  **Accessible over the Internet, WAN or LAN**

Being a completely web based solution, KRYSTAL™ DMS can be accessed over internet, WAN or LAN. The only client software to view your documents is a standard web browser.
-  **Template based Access Control**

Being a completely web based solution, KRYSTAL™ DMS can be accessed over internet, WAN or LAN. The only client software to view your documents is a standard web browser.
-  **File Preview, Mark-up, & Annotations**

View, annotate, highlight, and blackout the content of most of industry-standard file formats directly in the web browser without the native applications installed.
-  **Document Retention and Ageing**

KRYSTAL™ DMS offer you the flexibility to define retention policies that reflect the specific needs of your organization. You can define as many, or as few, retention policies as you need.
-  **Detailed Audit Reports**

At any time, system administrators can review comprehensive system audit reports containing precise and detailed information about all domain activity and resource usage.
-  **Subscriptions & Notification Lists**

Subscribe to document classes of interest to receive automatic notification via registered email address in the case of any modifications or specified events.
-  **Recycle Bin**

Standard Edition is equipped with Recycle Bin facilities. Administrators can easily view and restore the documents deleted by the users in a single click using the Recycle Bin module.
-  **Low Startup Cost**

Low cost of ownership - an affordable, web-driven solution that doesn't require extensive service, support, networking or user training keeps the total cost of system to a minimum. An affordable web-based solution requiring minimal licensing fees, networking infrastructure or training ensures low cost of ownership.
-  **Platform Independent**

KRYSTAL™ DMS software, completely written in JAVA Technologies and supports ORACLE , SQL SERVER and MYSQL etc. on any JAVA enabled Operating System. KRYSTAL™ DMS is fully platform independent: all Windows Servers, UNIX Servers and all IBM e-Servers are supported.