

CROWN RECORDS MANAGEMENT
**MOBILITY: YOUR
COMPETITIVE EDGE**

The power of memory
crownrms.com

MOBILITY: YOUR COMPETITIVE EDGE

Fast-paced developments in mobile technologies and rapidly growing data bandwidths pave the way for high-performance solutions for working on the go. Ensuring information availability and efficiency regardless of the place or time is becoming ever more crucial to the success of modern businesses. Efficiency and flexibility are key to gaining an edge over your competitors.

Our mobile solutions offer a wide range of functions allowing you to work anywhere, anytime. It doesn't matter if you want to capture and file documents while on the go, handle business processes, or you simply need information from your company repository.

DON'T MISS A BEAT – NO MATTER WHERE YOU ARE

With the Mobile Devices app, create or comment on posts on documents or transactions right on your mobile device. The Crown feed, the collaboration function for our products, provides you with the tools you need to ensure central, transparent communication when you are working outside of the company's network. Updates to any relevant processes or documents appear in your personal workspace. You can even capture data and information with your mobile device while offline. Once a data connection is established, you can sync data and documents and initiate downstream processes and workflows.

ALWAYS HAVE ACCESS TO IMPORTANT DATA ONLINE AND OFFLINE

Copy documents and all your folders to your offline area in the app. Even in airplane mode, you have the information you need, allowing you to make presentations or access important documents from customer files without a server connection.

CAPTURE AND FILE DOCUMENTS ON THE GO

QuickScan for iOS enables you to capture paper documents on a mobile device and file them to your repository. The app includes automatic edge detection, integrated image enhancement, and other effects. Conveniently transfer scanned documents to your mobile device and file them

to the repository, or scan and file your documents with QuickScan, which you can access from within Connect for Android lets you take files from different sources and transfer them straight to your client.

FIND WHAT YOU NEED WITH OUR INTELLIGENT SEARCH FUNCTIONS

Find the information you need on your mobile device fast. Stay in the loop thanks to the powerful intelligent search with options for narrowing results using different filters. For more complex searches, you can create search favourites for quick and easy results.

FAST MOBILE INTERACTION WITH YOUR BUSINESS APPS

Thanks to native development, the apps can interact with other apps, such as sending or receiving documents. File pictures from your library or e-mail attachments, or open, edit, and file documents from the ECM suite as new versions. Use platform-specific functions, such as a spotlight search to find documents filed offline on iOS.

SECURITY IS KEY EVEN ON THE GO

We know that data security is a top priority for you and your business. There are several solutions for securing the connection between the app and your repository. We support both security functions that can be configured on the individual platforms and enterprise mobility management.

DOCUMENT-BASED EXCHANGE

When it comes to documents, ongoing communication with colleagues is crucial. From the draft stage, to revision, right up to approval: a document is passed on to many different users, who also assign notes and comments. The Crown feed and collaboration tools make these processes quick and uncomplicated. Use the feed to discuss documents in real time and involve team members from other locations. Always stay up to date, even while you are on the go.

THE FUNCTIONS AT A GLANCE

- The My workspace
- Comment function in document and folder feeds
- Hashtags, mentions, references
- Open documents for viewing
- Start workflows Show underlying forms
- Copy elements offline
- File new document versions
- Send documents as a link Share documents or send them as an e-mail attachment
- Add margin notes View keywording
- Configure search filters Use/add search favorites
- Task/reminder overview
- Delegate, hand off, or forward tasks
- Support for digital forms Accept group tasks
- Open documents for viewing Sync/compare all offline documents
- Data sets to capture information offline
- File multiple documents at once Interaction with other applications
- Copy your most important documents to the Clipboard
- Take pictures and scan documents
- Manage multiple repository profiles
- Create and scan QR code labels

BENEFITS

Use powerful ECM functions from anywhere

- Native apps with the many advantages of the respective platform
- Comprehensive functions for mobile use
- Available for smartphones and tablets

Stay connected on the go and keep your processes up and running

- Use the feed as well as no matter where you are function
- Trigger defined workflows
- Support for form based workflows

Work offline and yet stay in the loop

- Capture information offline
- Automatically initiate downstream processes once online
- Access documents and folders while offline

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A complete range of services to help you and your business
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