



Features

Comprehensive Document Management

- :: Multi-format Viewing and Markup
- :: Check-in / Check-out
- :: Version Control
- :: Audit Trails
- :: Route Distribution
- :: Multi-File Upload & Download
- :: Desktop Integration

AEC Workflow Automation

- :: RFIs
- :: Bid Manager
- :: RFAs
- :: Submittals
- :: Transmittals

Project Workflow Automation

- :: Meeting Manager
- :: Team Calendars
- :: Surveys
- :: Task & Action Items

Web-Based Access & Administration

Advanced System Security

Benefits

- :: Eliminate costly application licenses with the powerful viewer & redline utility - over 250 file formats supported
- :: Minimize downtime spent looking for files and information through powerful searching of user defined parameters
- :: Ensure team members across all companies and groups are securely using the most accurate files and project information with complete versioning, audit logs and flexible access control
- :: Save, open, and update files directly to and from everyday desktop applications for increased efficiency
- :: Capture all historic data (both structured and unstructured) for project closure and review
- :: Capture project decisions centrally with a complete history for dispute resolution
- :: Enforce purchasing guidelines and streamline proposals by working only with approved vendors through the bid process
- :: Accelerate change orders and work approvals with digital workflow and exception notifications
- :: Reduce review cycles with individual Ball In Court alerts
- :: Assign tasks and track their status at an aggregate or individual project level for complete accountability
- :: Manage complete meeting information with instant access to past and future agendas, minutes, and action items
- :: Improve productivity with 24/7 access to information where team members are always working with the most recent data
- :: Minimize IT support costs with no client software required
- :: Unlimited projects and programs can all be individually customized and managed through a single environment
- :: Launch projects quickly and easily using configurable templates and user-defined directory structures
- :: Provide a secure working environment for cross-company and cross-function information sharing
- :: Ensure projects folders, files and other tools are only available to authorized users through flexible security settings