

DOCUMENT MANAGEMENT SYSTEM



Get Your Paperwork in Order with Digio and the new eDigio!

The Jonas Document Management is designed for organizing paperwork and electronic documents. It helps simplify your daily workload, streamline approval processes and eliminate wasted time searching for documents by routing all your important documents to one central location.

With the new eDigio you can have access to any document anywhere and everywhere there is access to the internet. This add-on enables you to easily route documents for approval.

مدر بنونده	н		an barren 👂		Countred On Datas Time	1jpr	Centra
Down	• Mydecar	0.1	[conet bit	Control In	Control of the state of the field		oex'
a schower		al doorectary			202-05-2012515-06-29-0402		Deris Engolum
d traiplorest	Dra 1		XXXXPA		202-05-0105000 00-040		page of a
a later	Dra 1	201	335.04	-	20246-01070538-010608	Reports'	Downa
3.0	B/4 8	parteter?	and a		202-06-01020432707-0400		peend
	B/A B	pards for	boildre	alein	202-05-01021090107-0400	Approx'	Jama
		parts for	photog	alate		Appent'	2 and
	D	part of the	plotig	admin	202-05-0735555677-0400		
	Dra &	parts to	Lyandson	alain	202-05-087054759-5400	Aports'	Internal
	B ∕4 8		Grandson	alers.	20205-010456-0187-0400	Aports'	Internal
	0/4 k	gas briet	Sectorities	100	2010/27/24/2017-0400	West Toles	Cutorer
	Dva &	Sectorities		100	2010/27/585487-0420	Work Toles	Cutorer
	Dra &	Section	Serve34			Owin	bard"
3	Dra &	Mir	Merri	adein	20140-070403180-0500		100
*	Bra 8	F 1	Dgis Application Brief and	admin		Corest Davingt	Pojet
	Bra a	Dip. Assistion, Brief	Dyis, Application, Diveloped	admin	22/08/03/42/60	heim	Septer
			0				

Learn more about Digio and eDigio and request a free demo at www.jonas-construction.com

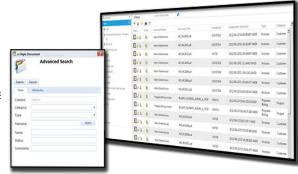


Key Features and Benefits: The Jonas Document Management System

File, Organize, Retrieve and Share Your Documents with Digio and eDigio

The Jonas Document Management System allows you to electronically capture, file, organize, retrieve, share and generally control all documents generated from **Jonas Enterprise** and third-party applications including Microsoft Office.

Digio streamlines day-to-day operations and lowers administrative costs by eliminating the time spent on manually copying, routing, filing and searching for paper documents. It also mitigates the risk associated with not finding critical project documents.



With eDigio, you can have access to any document wherever there is access to the internet. This add-on enables you to easily route documents for approval to third parties including architects, engineers and subcontractors.

Benefits	Features				
	Auto-store any document created in the entire Jonas Enterprise system and easily add documents from Microsoft Word, Excel and Outlook .				
Integration	Integrated with eService to make any document available to clients on the customer portal.				
	Integration with eTimesheet allows employees to view paystubs on the fly.				
Search and Retrieval	Save time by finding any document instantly with multiple views and search criteria as well as a full-text search option.				
	When you open a document, magic search can automatically retrieve all associated documents.				
Document Capture	Easy to scan and upload one document or a folder. Upload documents created in third-party applications.				
Burn to CD	With one click, a report of all documents matching your query can be exported to Excel or burned to a CD for archiving.				
Approval Workflow Process	Route documents for approval using custom filters; scan AP invoices into <i>Jonas Enterprise</i> and route for approval.				
	Email notification for new or overdue documents.				
Security/Access Control	Restrict user access to only the documents they should have access to.				
Security/recess control	Check-in/Check-out controls.				
Storage	Hard drive storage space takes up less office space and is more cost efficient than traditional paper filing systems.				
NEW! Access from Anywhere	Easily access any document wherever there is access to the internet through eDigio.				

Learn more about Digio and eDigio and request a free demo at www.jonas-construction.com

