

Infoline Edict e-office solution launched

MUSCAT With document management solutions emerging as imperative for business and government organisations in the Gulf, Infoline LLC announced the launch of Infoline Edict (Electronic Document Image Capture and Transfer) – a smart option for digital document management solutions, according to a company press release.

Electronic document management is becoming one of the fastest growing back office technologies, as many companies are beginning to understand that information in electronic format is not only more immediately accessible, but it is also more secure and manageable.

Corporate entities, ministries and other organisations don't have to go through the process of shopping for such services in the international market, since the document management solution is available in the local market.

Infoline Edict solutions have been designed on a user-friendly methodology and customised to suit the business culture prevailing across the Gulf. Right from document store to easy retrieval of the documents and implementing an efficient digitised workflow, it ensures an effective control over the documents.

Offering a central document repository, tracked movement of documents and transparent routing of documents across various work centres, Infoline Edict can improve productivity, enable faster



Officials at the launch of Infoline Edict.

decision-making, reduce costs and increase customer satisfaction.

Infoline Edict is easy to set up and use, said the press release.

Group working becomes efficient through features like version control, check in/out and easy sharing and distribution of electronic documents with colleagues and customers.

An exclusive feature of Infoline Edict is that it offers a client version as well as a web version. Ideal for those who need to work remotely, or have other people access their documents online. Finally, documents can be secured and available anywhere, and anytime.

Infoline-Edict ensures the movement of documents between multiple users, while offering robust levels of security. Documents can be

secured from manipulation and tampering by ensuring access control, which gives restricted access to some, and more to others, followed by the facility of audit trail. Besides special permissions such as deleting, printing, emailing, and others can be given or not to different users.

Documents form the lifeline of any organisation and keeping in mind the possibility of a high threat environment, not to forget the recent unusual weather conditions, such factors should not be allowed to affect the document's existence, integrity and confidentiality.

With the launch of Infoline-Edict, organisations have the option to harness the benefits of e-office in their respective enterprises.