

ProArc Online

Document management optimized
for technical documentation

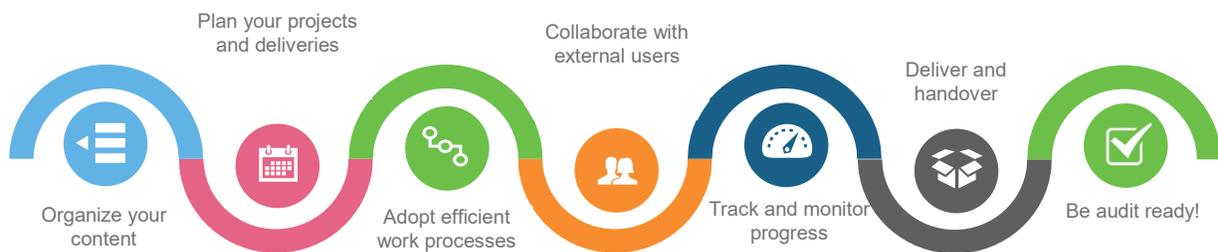
proenco

The cloud based Document Management solution for project and delivery control

ProArc has been used and continuously developed for more than 30 years to ensure companies achieve project and delivery control throughout the information lifecycle – from planning, engineering and construction, to operation and maintenance.

The ProArc team consists of engineering project managers, document controllers and software engineers who are passionate about building software that helps you deliver on time with high quality.

To ensure you deliver on time with high quality ProArc helps you:

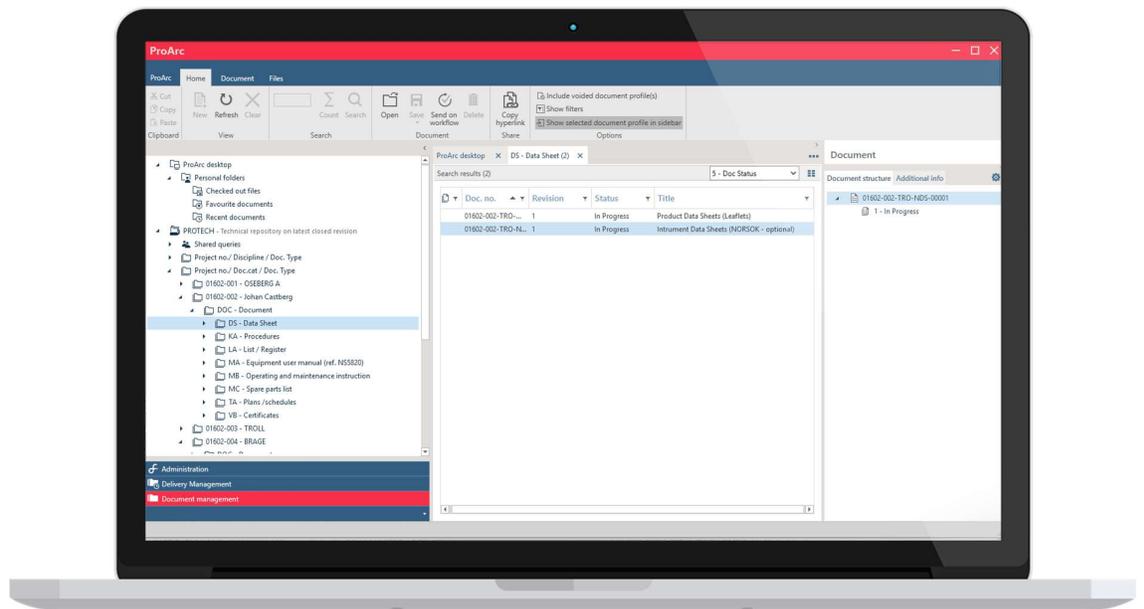




Organize your documents and information

Organize your documents and information so that it is quick and easy to find the correct documentation when you need it. With ProArc you get:

- Industry specific metadata templates for proper categorization
- Advanced access control with the possibility to set permissions from Project level to document level using metadata.
- Full version and revision control to ensure you are working on the latest version of the document
- Powerful search and navigation to ensure easy retrieval and reuse of documentation



Plan your document deliveries

Make tracking progress easy by properly planning deliveries. With ProArc you can:

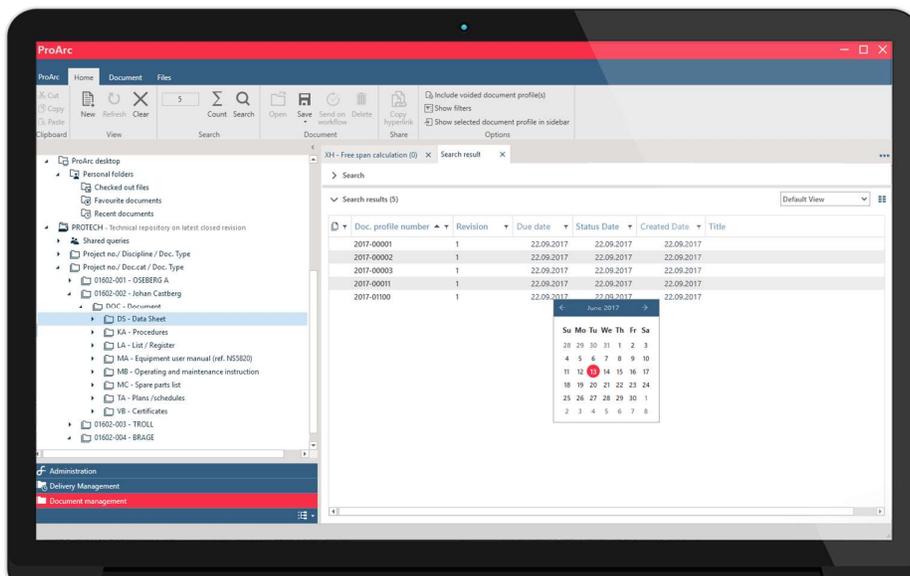
- Identify and define documents to be delivered (i.e. Suppliers Master Document List, Master Document List, Client Master Document List)
- Set due dates and assign responsibilities directly on the documents
- Reuse existing project schedules as templates for your next delivery



Adopt efficient document and information processes

Make sure the organization follows a unified way of working with documents. With ProArc you can:

- Structure the review and approval processes using workflow
- Manage the commenting process using advanced comment handling
- Keep all contributors aware of deadlines and due dates by giving them a personal task list



Collaborate with external users

Integrate external collaboration with your internal processes. Use less email, avoid manual steps, and give your external users a tool that they like. With ProArc you can:

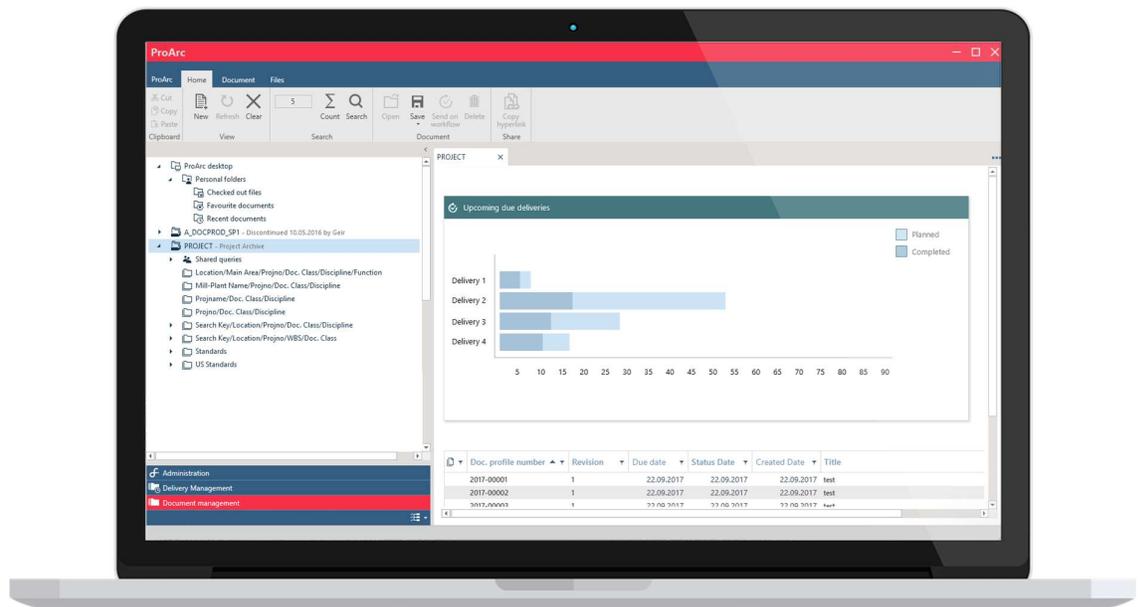
- Let everyone work in the same solution
- Use advanced access rights, to ensure that external parties only have access to what they need
- Pre-define distribution, based on matrices
- Generate transmittals and deliver directly from ProArc



Track and monitor progress

Stop running around asking for status and progress. Instead, track everything in ProArc. You get:

- Standard dashboards and reports for lookahead and overdue
- Identify bottlenecks and trigger milestone activities, by being able to automatically monitor and follow up document deliveries.
- Notifications when documents are reaching deadlines or are overdue
- Detailed tracking by using the “workflow tracking”, or by defining your own queries



Deliver to client

Prepare and deliver to client in a quick and professional manner. With ProArc you can:

- Structure the delivery using the right coding and numbering
- Ensure you send the right revision by using advanced revision handling
- Identify and keep track of retained documentation
- Collate and deliver Final documentation i.e. User Manual, Documents For Operation according to requirements



Be audit ready

ProArc makes sure you track everything and have full control and overview of your documents and processes. With ProArc you get:

- full overview over who, received/sent what, when, and to/from whom
- Track who has viewed, or changed the documents and files.
- Full track of work process, with information like: whom participated in the process and which actions was taken.

PROENCO aims to become customers' first choice for business renewal as the leading Nordic EDM software and services company for Project and Delivery control.

In a rapidly changing world, every bit of information can be used to provide new value. PROENCO aims to capture the significant opportunities of the data-driven world and turn them into lifelong value for people, business and society. Having a strong role in the ecosystems, we use our software and services capabilities to create tools and services that simplify everyday life of millions of people; to help our customers renew their businesses by capturing the opportunities of modernization, digitalization and innovation and to foster new opportunities based on openness, co-innovation and ecosystems.

<https://www.proarcedms.com/>