

# Document Management KEY360 for Projects



## DATASHEET



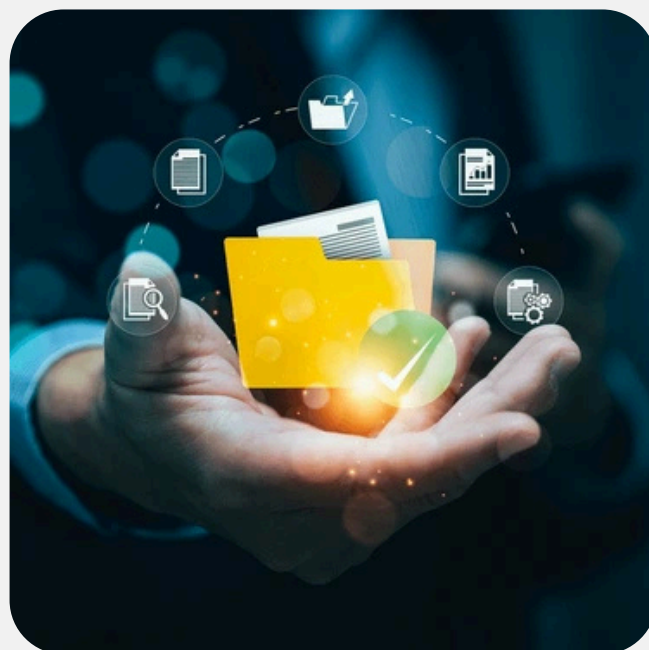
Document Management is the process of screening, storing, distributing and maintaining of documents to an organization or project. It involves quality assurance that could impact the outcome of business/project processes, implementing strategies to minimize delays or breaks in both internal and external communication.

## Overview

*'Take Control of Your Documents Like Never Before. Effortless Document Management, Maximum Productivity.'*

### Units

- Master Document Register
- Document Reviews
- Document List
- Document Life-cycles Tracking
- Document Transmittals
- Deliverables Lists



## CLIENT FEEDBACK

"'Never have I seen a platform this user friendly and so easy to learn."

"Searching for documents has been made so much easier."

"Our documents are all safe in the KEY360 Cloud."

## FEATURES

- Integrated WBS
- Custom Categorization
- Conditional Formatting
- Automated Reports / Dashboards
- Workflow Management
- Live Process Monitoring



## Contact Us



T: (012) 345 6779  
WhatsApp: +27 82 908 8862



[www.key360inc.com](http://www.key360inc.com)