

# QUALIGRAM®

## e-server

**Communicate  
processes through  
your intranet**

### Issues and Context

- Access to the company knowledge base is often restricted to specialists.
- Describing processes is heavy work hence it is frequently neglected.
- Understanding how people, activities and documents interact in the organization is key to run your business efficiently.
- QUALIGRAM® E-server gives everyone controlled access to the information through your intranet.

### What is QUALIGRAM® E-server?

- An Intranet portal providing real-time access to all your organization.
- An electronic management system of your organization information base.
- An internal communication tool to increase performance.
- An intelligent customized interface to inform you about new or modified business processes.

### Benefits

- Reach zero paper and reduce time spent searching information.
- Create and communicate widely comprehensive views of your organization.
- Capitalize on your best practices to improve your company's efficiency.
- Involve employees to make organizational changes a success.



#### DESIGNED FOR

- **All who need to access  
the company's repository**

*Software available in English, French, Spanish*

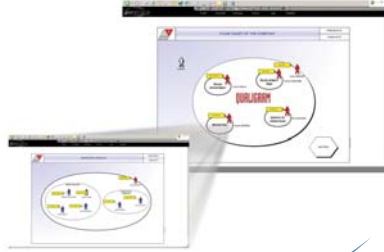
## View business processes

- Process interactions
- Process control
- Detailed work instructions
- Processes linked to documents



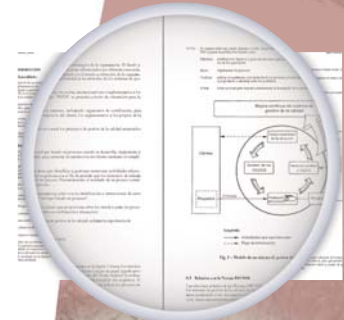
## View the organization

- Organization charts
- Job details
- Competence cards
- Training plans
- Staff photographs
- Graphical directory

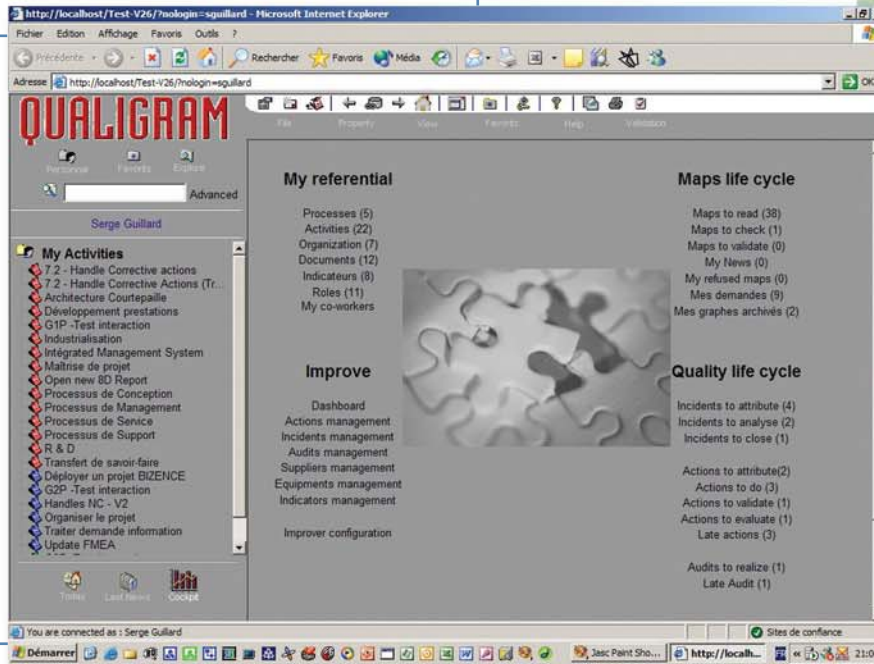


## Access documents

- Document management
- Versioning management
- Validation cycle
- Document storage in QUALIGRAM® database or in your DMS (Document Management System)

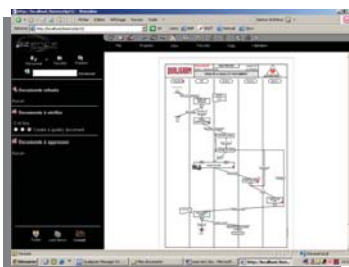


A standard home page: this page is 100% customizable to fit your company's needs.



## Manage electronic validation

- Validation cycle Management
- Role management



## Access information

- Customized profiles (function, people, process)
- Subscription (bookmark management)
- File path
- Search engines



## Receive customized warnings

- Document validation
- New documents
- Acknowledge reception
- To-do lists

