

docSTAR™ Dashboard and Reporting.

A clear road to smooth operations.



The ultimate business intelligence tool.

docSTAR Dashboard and Reporting can help your company get 'on-board' for streamlined workflow and ultimately a more efficient staff. Dashboard and Reporting is designed to provide visibility to your business activities by user, department or document type across your organization. Dashboard and Reporting offers detailed information reporting, alerting and management capabilities to help your organization monitor business activities of your staff.

docSTAR Dashboard and Reporting:

- ★ Visualize and redistribute workload.
- ★ Identify top achievers and employees who need extra attention.
- ★ Avoid missed deadlines or dissatisfied customers.
- ★ Quantify key trends in your business activity.

Bump in the Road?

All of us endeavor to deliver the best possible customer service. Occasionally a frustrated client calls because he or she is expecting something from your company, and it has not arrived. Clearly there is a bottleneck somewhere. Wouldn't it be great if you could recognize potential delays before they frustrate your valuable customers?

What if you could proactively balance the workload in your office? What if you could recognize and reward your best performers and identify areas that need improvement without leaving your desk?

Now you can with docSTAR Dashboard and Reporting!

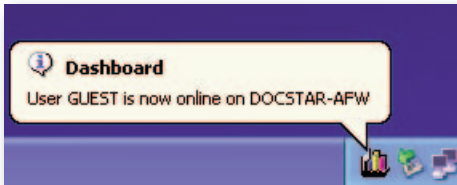
What's on Board?

Dashboard and Reporting provides managers with a single source for real-time data right from their desktop. With Dashboard and Reporting 'on-board' you will always be on top of the workload levels of your staff. Avoid calls from angry customers or business partners by recognizing emerging bottlenecks before deadlines are missed.

- ★ **Break down activity by user, department, or type of document** — Know where to direct attention.
- ★ **Display workload for each user**— identify workflow jams and redistribute workload.
- ★ **Alert users** to new documents in their Inbox.
- ★ **Ease-of-use** — The interface is intuitive, providing managers an interactive graphical display of their business information.
- ★ **Customizable** — Custom reports can be developed by using the popular Crystal Reports® tool.

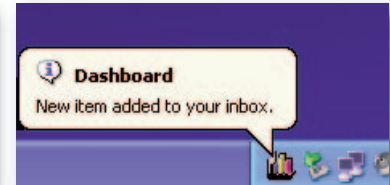
docSTAR Dashboard and Reporting offers the following:
Alert System, Graphical Displays, and Reporting

Alert System



User Activity Alert

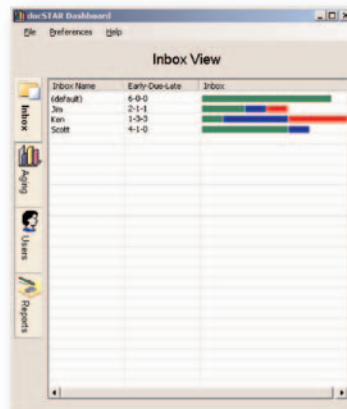
This pop-up can appear on each manager's workstation monitoring user activity to ensure that proper staffing levels are maintained.



Inbox Alert

This pop-up will appear on each user's workstation when he or she receives a new Inbox item, even when they're not running docSTAR.

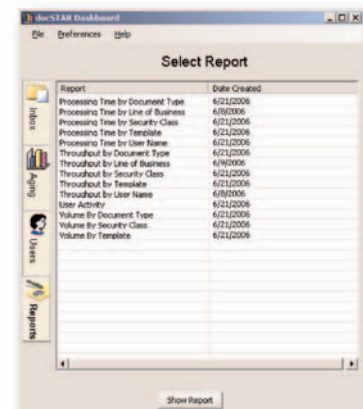
Graphical Displays



Inbox View

Shows each Inbox, indicating documents that are "due" or "past due" based on established deadlines, ensuring that your high standards are met for better cashflow and customer satisfaction.

Reporting System



Valuable Reports

Dashboard and Reporting is also the gateway for launching reports. 'Reports' give you neatly formatted information on business operations for a period of time. You can run reports regularly or run them for past periods of time to look at trends.

Specifications

- ★ Requires docSTAR v3.6.1 or later.
- ★ Crystal Reports® XI required for custom report writing.
- ★ Each of the following optional modules are required for certain built-in reports:
Access Control, Advanced Templates, and Audit Trail