EcosAgile
Document & Signature

"Cloud Document Management
Digital Signature and Storage"



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What is EcosAgile Document & Signature ?

EcosAgile Document & Signature is a **complete Document Management System tool**, i.e. an application designed for the simplified management of electronic documents and the necessary management processes.
It enables the acquisition, organization, management, signing, processing, availability and sharing of electronic documents, files and forms, securely and according to fully configurable flows and rules.

EcosAgile Document & Signature optimizes and automates all document management processes to enable a secure and efficient exchange of documents with all stakeholders, be they employees, co-workers, customers, suppliers, partners, ensuring better data quality and lower operating costs.

DIGITALIZED DOCUMENT MANAGEMENT

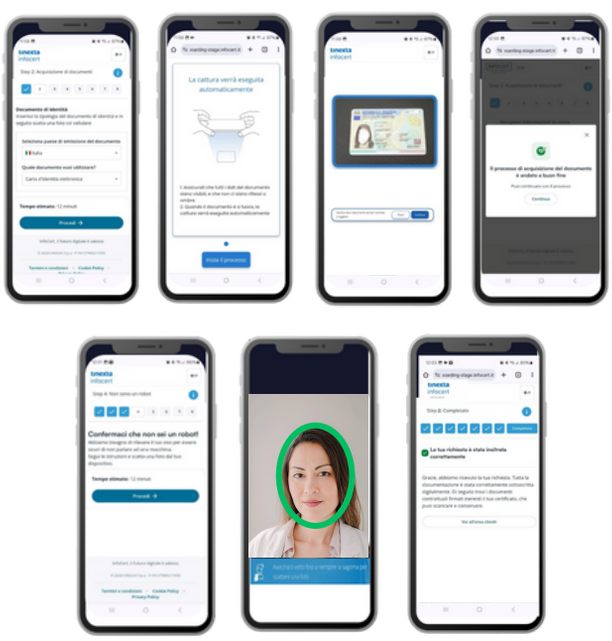
Digitization of documents, information and processes in an integrated manner with controlled and secure access on cloud-based management software. Document sharing between multiple offices, bulk upload and document approval functionalities.

DEMATERIALIZATION AND STORAGE

Complete '**paperless**' management with replacement of paper media and archives by computerized documents and electronic storage. Immediate and continuous access to documents at any time and from anywhere.

DIGITAL SIGNATURE

Signing documents electronically simplifies the entire administrative process of manual signature, increasing efficiency and reducing costs. Electronic signature, **simple**, **or qualified,** equivalent to a paper signature, giving legal validity to documents.



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www.ecosagile.com

Why EcosAgile Document & Signature ?

EcosAgile Document & Signature is a comprehensive suite of practical and technologically advanced features such as Document Management, Electronic Signature and Storage that allows with simplicity and immediacy to minimize the use of print, paper and unstructured communication in business processes, making the document and signature process smooth and efficient.

Online storage of documents and regulation-compliant electronic storage enables the elimination of paper archives, freeing up space, reducing costs and saving time.

EcosAgile Document & Signature ensures immediate and continuous access to documents with improved business efficiency and productivity, enhanced security and greater environmental sustainability.



ELECTRONIC DOCUMENT FOLDER
- Management of types of document and visibility rules
- Electronic document storage
- Management of attachments and versions
- Search with key-words and full-text in attachments

ELECTRONIC SIGNATURE
- **SIMPLE OR QUALIFIED**
- Signature with placeholder or position
- Signature process template
- Digital signature process
- Group signature procedure
- Letters and signature

SECURITY
- Secure management using secure protocols
- Internet/intranet viewing
- Security by attachment type
- Access and download audits

FLOW AND WORKFLOW MANAGEMENT
- Approval flows
- Definition of actors and roles in workflows
- Actions on nodes and paths
- Tracking of execution details
- Configurable integration layer
- Timetables and notifications

Who is it designed for

EcosAgile Document & Signature is an invaluable tool for companies of any size, public corporations, firms and associations that wish not only to archive digital documents, but above all to sign them electronically and to be able to manage and share them easily and seamlessly in the business processes where they are produced and where they are to be controlled and used.

The product complies with modern standards for data transfer and is seamlessly integrated with all the other products in the EcosAgile suite for immediate interaction with any other required process.

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