

iVUE DocumentVault



Capture documents. Archive files. Go Paperless. The document imaging and storage solutions of iVUE DocumentVault allow you to break free of the paper trail.

NISC's iVUE Document Vault combines document imaging, electronic document management and storage to streamline your business process workflow. Create digital replicas of documents such as property and financial records, service requests and loan applications, then index, archive, retrieve and send the images electronically as needed. Document Vault provides all this, along with document retention policies and tracking capabilities, in one user-friendly solution that is completely integrated with other iVUE enterprise solutions.

Once installed, it's easy to get started with DocumentVault. Your pre-set iVUE security permissions are immediately recognized by the DocumentVault solution, allowing and restricting document scans and searched based on the permissions you've already established within iVUE. Screens can be enabled and disabled easily if you choose to customize permissions.

With DocumentVault, you can:

- Capture, index and archive images electronically all in one easy process
- Store documents and images on a secure, online server
- Electronically route documents and images from your desktop
- Retrieve documents fast, enhancing the customer service experience and making the most efficient use of your time



Efficiencies of using iVUE DocumentVault include:

Drag and drop feature allowing you to drag documents from your desktop and drop them into DocumentVault

The ability to cut and paste text

One-click scanning

Built-in revisioning for auditing

One-click quick search

The screenshot displays the iVUE DocumentVault interface. At the top, there is a search bar with 'Batch' selected and a search button. Below this is a header for 'Invoice: BATCH 01 - Batch 01' with 'Set Aside' and 'Retrieve (0)' options. A table lists batch details: BATCH 01, Description: Batch 01, Batch Type: One-Time, Created By: vaultUser, Created Date: 09/09/2009 15:49:27, Last Posted, Secured. Below the table are 'Batch' and 'Entry' tabs. A main table shows invoice details: Line 1, Type Inv..., Purchase Order, Release 0, Vendor 4, Name ACME VENDOR, Invoice 20090909155044, Invoice Date 09/09/2009, Invoice Total 100.00. At the bottom, there are 'Invoice', 'PO Lines', and 'GL Accounting' tabs. The 'Invoice' tab is active, showing 'Type: Invoice', 'Purchase Order', 'Vendor: 4', and 'Invoice: 20090909155044'. A 'Totals' section shows Amount: 100.00, Invoice Discount: 0.00, and Sales Tax: 0.00.