



is a software for document management that natively integrates a powerful

workflow module.

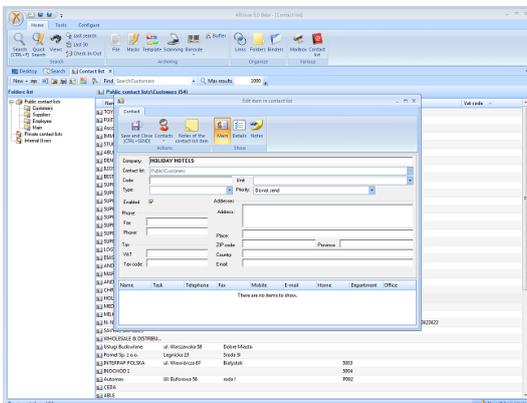
This software allows you not only to digitally manage the documents archive (documents can be easily found and shared, thus reducing paper use), but also to use them in a process: with the WORKFLOW module the process guides every user through specific TASKS (actions to perform) that come directly on the user's desktop. Other information available for each process is also document type, notes, actions.

## LEAD, PROSPECT & ACCOUNT

ARXivar contact lists, open and custom, are the perfect starting point for profiling lead, prospect or account data.

You can define a sharing policy and also create specific contact lists divided by area or business.

You can also define connections between accounts, and manage resellers, distributors, promoter of the products or services.



## ACTIVITIES

Every activity is tracked in ARXivar: email, fax, calls, appointments and demo, through masks inserted into ARXivar and linked to the account history.

If an opportunity is already present, activities are directly linked; you can also define services in order to plan account activities.

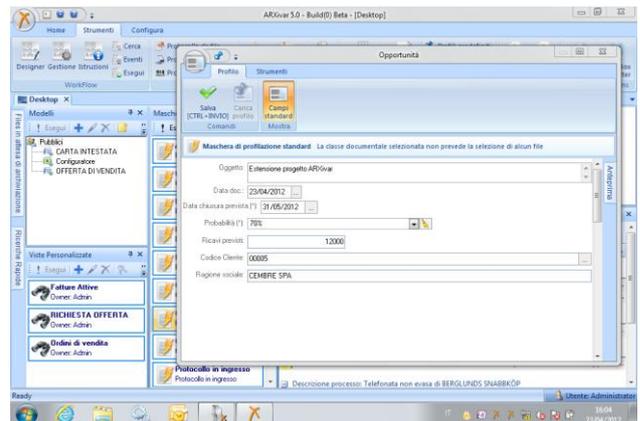
## MULTICHANNEL

With the multichannel module integrated in ARXivar you can manage business documents, offers, communication towards lead, prospect or account.

With the distribution lists you will easily manage marketing lists and campaigns.

## OPPORTUNITIES

The creation of a business opportunity is the triggering event of a workflow process that tracks any activity and time of that opportunity.



Services, activities, documentations, sales offers can be connected to the opportunity. Any action is automatically linked to the opportunity and inserted into a folder.

## SALES DOCUMENTATION

Sales documentation can obviously be archived in ARXivar. The sales team can access any document management function: versioning, notes, attachments, full text search, etc...

Furthermore, document management through folders allows a simple and quick access to the information for the managers.

## OFFERS

The sale process is completely managed in ARXivar with templates.

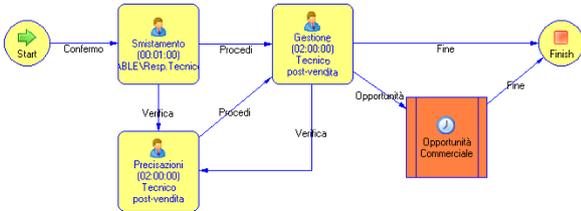
In the basic version, template main data are automatically filled out; in the advanced version, also the body of the document is automatically filled out.

External product created with Microsoft Excel or other programs can be easily integrated.

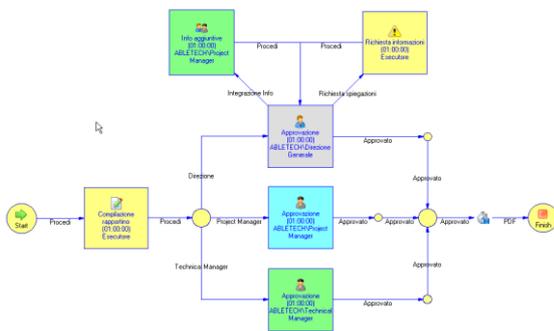
In both cases any version or attachment is always reviewed: any change, sending or communication with customers is tracked.

**SERVICES AND TICKETS**

Services can be easily managed by ARXivar with specific workflow where you can customize groups, sources and times.



Once the service types are created, you can assign and manage them in a shared or personal planning. Customer tickets are also managed, with follow up and ability to open remote or direct assistance by the customer.



Internal costs, customer costs and reports can be linked to any assistance service or action.

**REPORTS & BI**

Some basic reports cover the main actions performed in the system: opportunities, services, tasks, etc..., so that the company has a set of management operations always available.

Furthermore, the open structure of ARXivar allows integrating Business Intelligence solutions.

**DATA IMPORT**

The plug-in manager tool allows the configuration of data import flows from external sources, with massive loading of database into ARXivar contact lists.

