



## Enable Collaboration for Architectural, Engineering & Construction Firms

With GRM Digital, architectural, engineering & construction companies can bring all of their correspondence together in one secure, centralized online location. Email, faxes, even hand-written letters - everything is in one place. Documents can be created, shared with colleagues, accessed from anywhere, and tracked historically at the click of a button.

Any project, regardless of size and scope has associated documentation that needs to be referenced, reviewed, approved, tracked and archived. GRM Digital provides solutions designed for A/E/C companies to manage project documentation and maintain compliance with industry requirements. The GRM Digital solution significantly increases the productivity of any project environment, and reduces the space and costs required to store documents.

Scanned and electronic documents can be accessed across the project team or an entire organization. Users can search and retrieve documents by entering any combination of document attributes or performing a keyword search for words contained within the document.

In order to expedite project documents throughout the organization, GRM Digital provides customized workflow tasks and notifications to keep everyone on the team updated with the latest information. Manage costs, share information and conserve resources with GRM Digital.

GRM Digital enables A/E/C firms to quickly migrate to a web-based solution that will:

- Provide immediate access to critical information
- Enable collaboration with more efficient review and approval processes
- Automate document approval routing
- Eliminate redundant copies of project files
- Share information with project members in seconds
- Reduce expenses and more effectively manage costs
- Enhance claims avoidance procedures
- Capture any document through scanning, fax, email, digital camera or Windows application, with industry standard data and image formats
- Provide a powerful OCR text engine for optional keyword searching across documents
- Reduce risk with greater control and accountability
- Increase efficiency across the entire organization