



3C Communicator

The new standard in communication productivity and document management software

3C Communicator is a secure company-wide communication tool, that will dramatically reduce routine administration, increase security and cut costs.

Whatever your business, transform the way you manage and distribute your correspondence and information.

Document Management

Document Management applications enable organisations to improve and control access to a wide range of paper-based and electronic documentation that help their staff perform their jobs effectively and ensure processes run smoothly. By removing the need to store large quantities of paperwork and by reducing the time and costs associated with filing and retrieving documents, you can improve productivity, profitability and customer service.

Whether documents are scanned, e-mailed or imported into 3C Communicator they are automatically filed and indexed both at the point of entry and exit from your company.

All documents can be quickly located by multiple cross-referencing of document types and contacts allowing instant access across all areas of your business subject to security rights.

In house document security

3C Communicator allows for very granular roles and security rights assignments where multiple security levels are required.



Email Management

email and electronic document archives are corporate property, making the organisation responsible for the content and use of corporate email. Inadequate email management therefore can expose an organisation to enormous risks. 3C Communicator can help limit that exposure by providing a solution for email management so that an organisation can demonstrate good corporate governance (e.g. fulfil subject access requests quickly, reducing IT department workload).

3C Communicator automatically files and indexes all in-coming and out-going e-mails and offers the ability for a full overview of all company e-mail communication at the touch of a button.

Self generated documentation

Add real value to your business by eradicating the mundane administration issues associated with the creation of standard letters and addressing them correctly.

Using 3C Communicator you are able to set up standard document templates that self populate with your client's information.

These documents are then automatically filed and indexed within the relevant areas.

Information database

All 3C Communicators are supplied with our Consolidated Client Database. 3C Communicator can easily be integrated with your current data base if required.

Indicators

Indicators are available within the 3C database to enable you to trigger customisable events, issues and actions which can then be imported to create self generated reports.

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CENTRAL CORE
COMPONENTS

Central Core Components

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3C Communicator for the IT Professional

Security

3C Communicator allows for very granular roles and security rights assignments. Multiple security levels can be defined.

Getting started

It is very easy to install, configure, and run 3C Communicator with its Microsoft-based technology. In fact, you might never hear a cry for help from your departments again!

Compatibility and Connectivity

3C Communicator can be easily integrated into your operations information system. The Associated Systems area allows a seamless bi-directional connection with other systems you are using.

Data Import and Export

3C Communicator easily integrates with Microsoft Excel and other programs for ease in data transfer. 3C Communicator allows import and export to any delimited text file. Data import utility makes importing your employee data into 3C Communicator simple. Data import supports Microsoft Excel, dbase, or any other program that can create delimited text files.

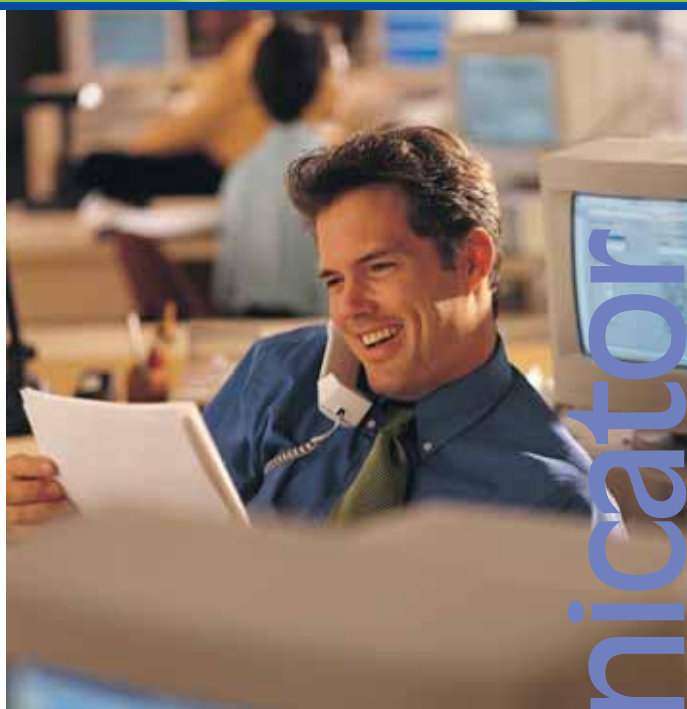
Customization

An unlimited number of custom tabs and fields can be easily created; you can also import custom templates. All custom fields can be included in 3C Communicator reports.

Complete Client Support

Friendly, easy, and quick, our expert client support team will answer all your queries by phone, email, or live-web. Support and maintenance delivers regular 3C Communicator enhancements, updates, and software versions.

Installation, upgrades, and ongoing maintenance are hassle-free and should not require any of your internal IT resources.



Robust Microsoft Platform

3C Communicator is built on the latest client-server Microsoft technology and will smoothly connect to other components of your system:

3C Communicator runs on MSDE or MS SQL Server. Contact us for further system requirements.

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