

3C Client Manager

The new standard in communication productivity and document management software



3C Client Manager is a powerful Contact Management, Customer Relationship Management (CRM), Document Management and Task Management software suite that provides easy access to key client information.

The information is available instantly and securely within a 'single view' of your client's interaction with your company. 3C Client Manager saves time, improves internal and external communications, business efficiencies, and profit!

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 created, scanned, e-mailed or imported into 3C Client Manager 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.

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 Client Manager 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 Client Manager 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 Client Manager 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.

Diary

3C Client Manager offers a fully customisable diary function. Diary tasks can be assigned to other 3C Client Manager users and all user tasks can be viewed in the main diary admin area. Diary items are automatically logged against a contact or group of contacts.

3C Client Manager



CENTRAL CORE
COMPONENTS

Central Core Components

10 St. Georges Street
Douglas • Isle of Man • IM1 1AH
[t] +44 1624 624957 [w] www.ccc3c.com



3C Client Manager for the IT Professional

Security

3C Client Manager 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 Client Manager with its Microsoft-based technology. In fact, you might never hear a cry for help from your departments again!

Compatibility and Connectivity

3C Client Manager 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.

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.

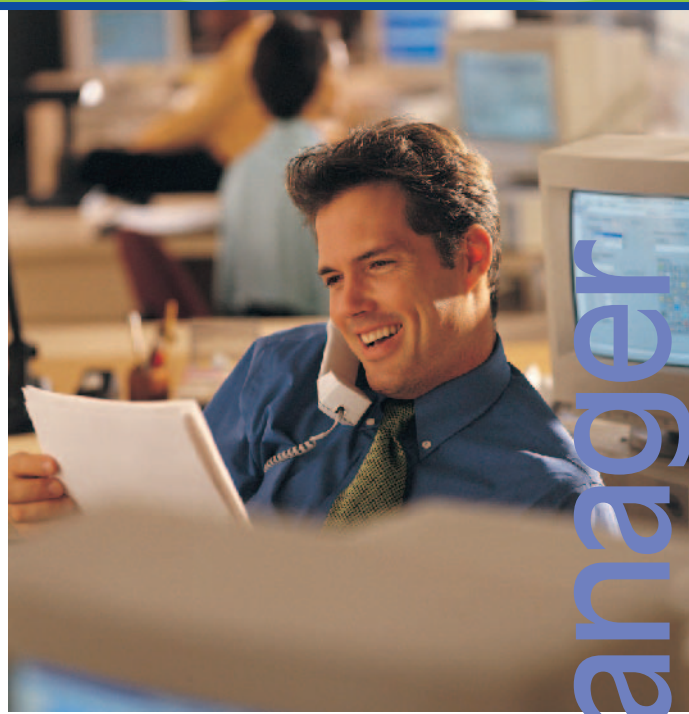
Complete Client Support

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

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



3C Client Manager provides:

- Contact management
- Document management
- E-mail management
- Scanning
- Contact notes and Indicators
- Diary

Optional:

- Events and Finance management modules

3C Client Manager



Central Core Components

10 St. Georges Street
Douglas • Isle of Man • IM1 1AH
[t] +44 1624 624957 [w] www.ccc3c.com