



focus on essentials

Infor ERP SyteLine Doc-Trak



Dramatically reduce paperwork
and overhead costs

Eliminate excess effort and time
needed for locating information

Improve your bottom line by
streamlining your operations

Make critical decisions faster
with access to vital information

Collaborate efficiently and
effectively across your enterprise

Make a huge move toward
paperless operations

I discrete manufacturing

Increase Efficiency With Better Organized Data & Information

The Challenge

Manufacturers are finding themselves bombarded with a mass of information and documents that is steadily growing — customer estimate requests and purchase orders, engineering drawings, product specifications, and much more. In today's fast-paced, ever-changing business world, just finding this information can take tremendous amounts of valuable time. Too often, information is misfiled, in use by others, or even lost, which can disrupt the timely completion of work. A growing challenge in your quest for profitability and competitive advantage is the need to better organize your data and information for increased efficiency.

The Infor Solution

Infor ERP SyteLine Doc-Trak is a document management application that helps you streamline your operations and reduce the time and costs associated with managing information and paperwork. From CAD drawings, to assembly instructions, to brochures and customer/vendor supplied documents and Web sites, Infor ERP SyteLine Doc-Trak allows you to link and view documents and other information directly from Infor ERP SyteLine, without filing cabinets or searching. The result is a collaborative organization in which everyone has access to the information they need to effectively make decisions and perform value-added activities that grow your business.

From accounting to manufacturing, Infor ERP SyteLine Doc-Trak will save you tremendous amounts of time associated with managing paperwork and searching for information. Easy to use and familiar to Windows and Infor ERP SyteLine users, Infor ERP SyteLine Doc-Trak is designed for flexibility with a variety of features to improve your company's operational efficiency.

I discrete manufacturing

Infor takes pride in the 20 years of experience we have in the manufacturing industry. Using our deep base of industry knowledge and proven communications and planning applications, we help suppliers and manufacturers achieve their business goals.

We are passionately focused on providing comprehensive solutions that meet the unique challenges of the manufacturing industry on a global scale. Our solutions are comprehensive, open and modular, giving you the optimal choices to meet today's challenges and leverage tomorrow's opportunities.

Linked Documents

You can link documents in Infor ERP SyteLine Doc-Trak by:

- Specifying the location of the document
- Looking it up using a Windows Browser

Automated, Rules Based Attachments

Through the use of attachment rules Infor SyteLine Doc-Trak allows customers to automatically link documents and folders that support smart naming conventions and file structures.

Any linked document can then be printed, e-mailed or opened for viewing. All document attachments support system security to keep unauthorized documents protected. Among the endless possibilities of document types to link include:

Microsoft Word: Save enormous amounts of paper work and time chasing down files. Electronically file orders, estimates, procedures, instructions, and other documentation that is important to managing your business.

CAD Drawings: Immediately provide any changes in specifications or design of products that are in process. As quickly as the change is made in the office, your staff throughout the company can have instant access, without searching, including workers on the shop floor.

Scanned images and digital pictures: Provide pictures to your shop floor workers to show exactly how products should be packaged and exactly how they need to be setup for shipping purposes. Digital pictures can also be used to record defective materials and rejected parts, with the pictures being tied to the correct Purchase Order or RMA.

Internet pages: Attach links to your customers' web sites, including driving directions and a map to their locations.

Integration with Infor ERP SyteLine Labr-Trak

With the integration of Infor ERP SyteLine Doc-Trak to Infor ERP SyteLine Labr-Trak labor collection software, information can be made available immediately to workers on the shop floor. Shop floor employees can view or print documents needed to perform work without ever leaving their workstation. Drawings, schedules, quality specifications, and manufacturing notes are available to shop employees. As engineers alter drawings, the changes are available real-time to the floor. Eliminating delays in creating and distributing paperwork reduces the possibility of employees working from an outdated version of a drawing or specifications document.



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