

Smart**Document** System©

Smart Document System© (SDS) is a web based document and form management system, designed to reduce paper in laboratories and other GXP relevant areas. Templates for documents can be imported into the system to be available after approval for documentation and further approval purposes.

The users can work with these templates, similar to MS-Office documents, in a web browser environment being installed either on site or in a Cloud based server infrastructure. Authentication against the companies Active Directory infrastructure ensures controlled and managed access to the workflows as well as to created documents and templates.

The main features are:

- Users can select templates to streamline work processes.
- Use & Feel similar to MS-Office documents.
- Calculations are possible in tables, similar to Excel worksheets.
- Predefined workflows enforce approved processes.
- Predefined approval structures for the full document life cycle ensure seamless documentation about changes in document templates and the approvals required and available to have another version effective.
- Camera access to add pictures to the documentation on specified regions of forms.

Integration abilities:

- Existing MS-Office based templates can be imported into the template designer.
- Document Life Cycle (Design Document - Create Template - use Template as active Document - Store Document).
- Documents can be assigned to predefined review and approval cycles.
- Document header and footer can be adapted according to customer requirements and will be assigned to the document automatically when set active.
- Workflows can contain both parallel and sequential activities and can be managed by defined approval processes.
- Ad Hoc workflows can be initiated if unexpected occasions require additional approvals to keep Data Integrity or GxP requirements.
- SDS includes an OPC Client to support data exchange with other systems supporting this infrastructure.
- For each document there can be rules to gather data from other systems automatically.
- Rules for automated import and/or export to other systems can be defined.
- SDS is able to interact with Smart Log Book©, another product to provide paper less log book functionality. This allows automated log book entries while documenting the results in SDS.
- Any state of the art client device that provides a web browser can be used to log into and use Smart Document System©.

Please visit our website

www.handshake.at

and arrange a personal appointment!

On request we provide the complete validation as a package, including test cases and documentation, as well as consulting services in the field of validation and Data Integrity available.

Support and demo appointments:

support@handshake.at

For further information please contact:



Mag. Anton Neuber

Marketing&Sales

» +43 664 3383464

» anton.neuber@handshake.at



Schulgasse 12 Top 1
A-1180 Vienna/Austria
Tel: +43 1 4781412-0
Fax: +43 1 4781412-11
email: office@handshake.at
www.handshake.at

UID: ATU50433106
Firmennr: FN 125441y