

TITAN II PRECAST & PRESTRESS MANAGEMENT SYSTEM

Document Management

- Retrieve, View, Reprint and Email Any Type of Document
- File/Index Documents by Job, Customer, Structure, Product, Vendor, etc.
- Track Email History
- Email Template Feature
- Track Any Document Type e.g.,
 - Blue Prints
 - Signed Quotes
 - Signed Sales Orders
 - Customer POs
 - Production Drawings
 - Signed Delivery Tickets
 - Inventory Packing Slips
 - Vendor Invoices
 - MSD Sheets
 - QC Documents
 - Production Forms
 - Time Sheets
 - Customer Checks
- Security Features
- Archiving Feature
- Email Quotes
- Email Purchase Orders
- Email Customer Invoices
- Email Customer Statements

TITAN II PRECAST & PRESTRESS

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Viewing Document Types Search Criteria View Records

Doc Num: 6087 Log Date: 9/8/2009
 Doc Date: 9/8/2009 Log User: MUKA Doc Status: Active
 Doc Type: Drawing
 Customer: Kelly Construction
 Job Name: Blume Job

Title: Drawing for JobNum:05-1069 Job Name:Blume Job Structure:br1 MarkNum:b2000
 Description: Drawing for JobNum:05-1069 Job Name:Blume Job Structure:br1 MarkNum:b2000
 File Location: D:\Document_Log\Drawings\A-C-M_6087.jpg

Filing Information
 ReferenceNum: 05-1069 Blume Job
 CustomerID: Kelly Kelly Construction
 VendorID:
 ProductID:
 Structure: br1
 MarkNum: b2000

View Document View Communications

Doc Num	Doc Type	Doc Date	Title	ReferenceNum	JobNum	CustomerID	VendorID	Structure	MarkNum	Attach
3965	Drawing	8/27/2009	Drawing for JobNum:05-1016 Job		05-1016	Wells				
5187	Drawing	8/29/2009	Drawing for JobNum:05-1015 Job Name:Kelly		05-1015	Kelly				
5188	Drawing	8/29/2009	Drawing for JobNum:05-1015 Job Name:Kelly		05-1015	Kelly				
6087	Drawing	9/6/2009	1069 Job Name:Blume Job Structure:br1		05-1069	Kelly		br1	b2000	
6208	Drawing	9/8/2009	Drawing for JobNum:1023 Job		1023	Wells		S2		
6209	Drawing	9/8/2009	Drawing for JobNum:1175 Job		1175	Johnson				
6332	Drawing	9/8/2009	Drawing for JobNum:05-1030 Job Name:Sample		05-1030	Kelly				
6374	Drawing	9/8/2009	Drawing for JobNum:05-1097 Job Name:BT		05-1097	Johnson		mh1		

Record: 18 of 44 No Filter Search

Retrieve stored documents with a click of a button using Titan's Integrated Document Management module.

Imagine the possibilities...blue prints, signed delivery tickets, QC documents, production drawings, MSD Sheets...countless critical documents at your fingertips. Retrieve documents by job, customer, structure, product, vendor, ticket number...any number of ways.

Documents can be saved and indexed in multiple ways including our "Inbox", "Email Attachment" and "Quick Filing" methods.

Documents can be stored on local hardware and backed up to secured offsite storage.

This module also allows you to email any contact in the *Titan II CRM* module with a click of a button. You can email multiple documents at once or just one at a time.

Additionally all emails sent or received can be tracked and linked to jobs, customers, vendors and contacts for future retrieval...a complete email history system.

Our Email template feature can be used to completely automate the email process. Email templates can automatically fill-in the subject line, body, email address and required attachments and is specifically useful with Quotes, Purchase Orders, Invoices and Customer Statements.

