



With the electronic contract management system on the basis of the d.3 system, you always have a comprehensive and transparent overview of the status of all your contracts, you have an idea of all your contract obligations and keep informed about current processes. Prior to a deadline, contracts are automatically assigned to your reminder. Comprised information about all agreements are summarized in one master file data sheet and provide you a quick overview. The efficient administration of your contracts constitutes the basis for a well-founded collaboration with your customers and suppliers.

Generating and processing contracts

New agreements are prepared in Microsoft Office. Either you draft an entirely new contract or you rely on templates from the d.3 system you can adjust to your requirements.

Your contracts can be directly imported from Microsoft Office into the d.3 system. There, they are stored in a revision-proof way and thus, are protected against loss or manipulation. A gradually stepped user authorization concept ensures effective protection against unauthorized access. With a release process

Numerous contracts govern the basis of business as concerns the acquaintance with your customers and suppliers. Therefore, it is necessary to keep track of all of them. Which deadline expires when? Which contract needs to be changed when?

that is backed by a workflow you will accomplish accelerated lead times and you can keep a transparent overview.

tegration of your contracts into virtual records allows you, in addition, to gain a direct overview of all information regarding your customers and suppliers.

Searching for contracts

Whenever needed, it turns out to be highly significant to find the right contract among the multitude and complexity of all agreements. With electronic contract management and d.3 you will minimize the efforts required for searching for either contracts or agreement details. Independent of location, your contracts are thus always available to you. The in-

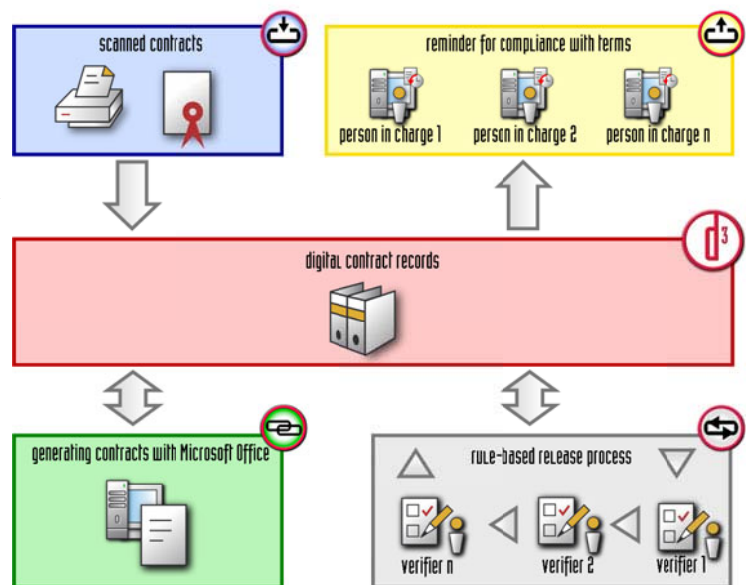


Fig. 1: With calculable costs and a rapid amortization, the electronic contract management solution of d.velop AG constitutes the superior entrance into the digital optimization of your business processes.

Contract Management

With the deployment of an electronic contract management system you will accomplish:

- A transparent overview
- Fast and easy status pursuance
- Improved contract monitoring
- Reduced contract risks
- Optimized processes
- Reduced search time

Contact

Do you still have questions?
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