

DocuWare is a proven enterprise content management system. Paired with the StapleWare® Notification Management module, it makes sending e-mails inside and outside of the organization a breeze.

### Track Missing Documents

Create a required document list and apply it to groups of documents, creating an electronic checklist. Automatically e-mail the responsible group or individual with the information they need to collect the missing documents.

### Documents as Attachments

What if you need to attach the documents to the e-mail? With Notification Management, you can easily setup notification tasks to attach the document(s) to the e-mail before it is sent.

*For example: A company has customers that prefer receiving documents electronically by e-mail. Invoices and statements in DocuWare can be e-mailed directly to the customers as attachments on a regular schedule--immediately, daily, weekly or monthly.*

### E-mail Outside of the Organization

You can send e-mails to users inside or outside of the DocuWare organization easily. You can also customize your e-mail messages to include any of the index information about the document, as well as hyperlinks and DocuWare URL integrations.



### Benefits

- Customizable e-mail messages
- Attach documents to e-mails
- Send e-mails outside of company
- Missing document notifications
- DocuWare Cloud Compatible

### Applications

- Employee On-Boarding
- Student Enrollment
- Manufacturing
- Loan Applications

