



FDMS Document

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BUSINESS MOVES ON INFORMATION

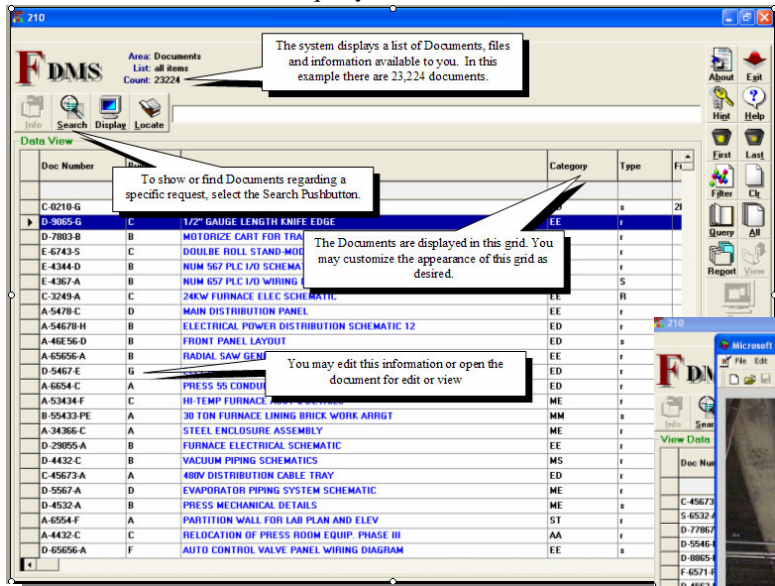
The FDMS Document Management system provides a method to manage, find, view information quickly and easily. Information such as:

- Drawings
- Graphics
- Pictures
- Spreadsheets
- Databases
- Presentations
- Documents
- Specifications
- Scanned files
- PDF files
- Vendor data
- Manuals



All are managed and accessed thru the system. The system is a relational database where each record provides information on a specific file or document. To locate information, the user has multiple methods to acquire the desired data.

- Use a simple filter on one or more fields in the database
- Use an established query or create a new one



Each method provides a quick and fast way to obtain one file or multiple files pertaining to the desired topic or request. When a file or document is found, the user just presses the load pushbutton to open the file. The file is loaded based upon the configuration of the user computer, if a DWG (AutoCAD file) is selected and the user computer is set to load with AutoCAD, then AutoCAD will be started. The file is still protected from edit unless the user has edit rights. This system at a

plant or facility would help operations, maintenance, engineering and management personnel quickly find information. Obtaining proper information without wasted time or waiting for someone else to acquire it for them. Information at you finger tips where you are able to customize the system to display this information as you desire, each user able to define how he or she wants to view this information.

