



Document Archiving

Engram

Engram is a document & multimedia archiving system developed to satisfy the needs of news agencies, media groups, research centers & others for achieving more efficient archiving to enrich their information library & capitalize on their resources.

FROM STANDARDIZATION TO CUSTOMIZATION

With the dawn of the specialization and customization era sweeping the archiving world, Engram allows your organization to create an unlimited amount of customized document and media types that best suit your organizations' objectives. With Engram you get to build your own hierarchy of documents the way you want them to be, place the fields, and style the file the way it suits the descriptive meta-data and attachments linked to it.

SIMPLE, EASY AND FAST ARCHIVING

Document Archiving and Thesaurus Management are the two major processes that comprise the whole archiving procedure and are pillar to effective search and retrieval. Both of these steps are flexible and effectively managed in Engram.

Document types are viable for editing and deleting. The documenter will always have the chance to create new document types when needed or modify existing document types' structure. On the other hand, the thesaurus is the greatest asset within an archive; it is a growing dictionary of interrelated keywords, phrases and sentences.

Thesaurus management offers comprehensive relations management and full multilingual support. Additionally, an easy search and retrieval system was built within to make Engram achieve optimal retrieval results and excel in performance as an archive management system.

MAJOR ADVANTAGES

- 1 | User Friendly Arabic and English Interface Reducing Frustration and Paper Work
- 2 | Ability to Archive Multilingual Media and Documents
- 3 | Customized Document Types Allowing for Specialization to Your Business
- 4 | Fast and Flexible Retrieval of Information Which Facilitates The Search for Older Records
- 5 | Optimizes Traditional Human Processes
- 6 | Supports Integration with Websites and other Applications
- 7 | Allows the Possibility of Profit Generation from Media Licensing Fees and Reselling of Data

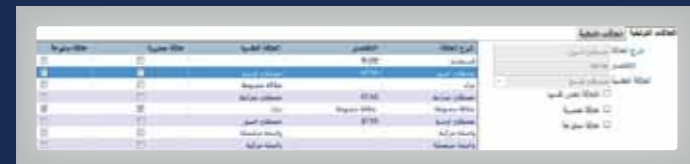
COMPONENTS TO EFFECTIVE ARCHIVING WITH ENGRAM



ENGRAM FEATURES

ADVANCED THESAURUS MANAGEMENT

- Keywords Management and Storage
- Keywords Relations Management Based on ISO Standards
- User-defined Properties for Keywords
- Maintenance and Manipulation of Thesaurus Components
- Formal and Time-Related Relationship Management



SYSTEM SECURITY

- Advanced Data Security to Protect Restricted Documents
- Users and Permissions Management to Access the Different Functionalities of the System
- A Complete Audit Trail is Available for Each User

SYSTEMATIC DOCUMENT ARCHIVING

- Document Designer: Document Template Creation and Editing Using Drag and Drop Functionalities
- Rich and Comprehensive Choice of Customizable Fields
- Subject Headings Management
- Multimedia and Video Archiving

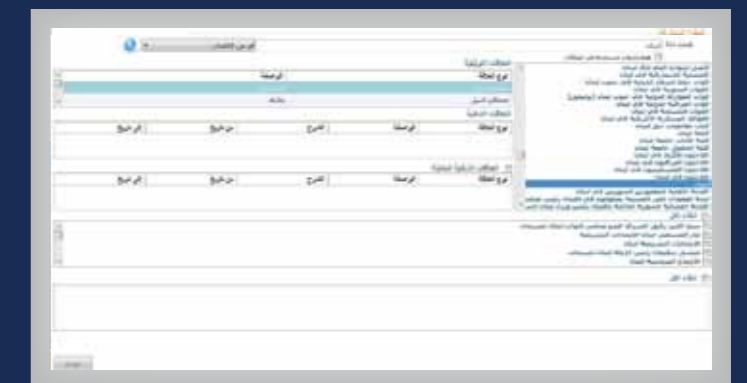
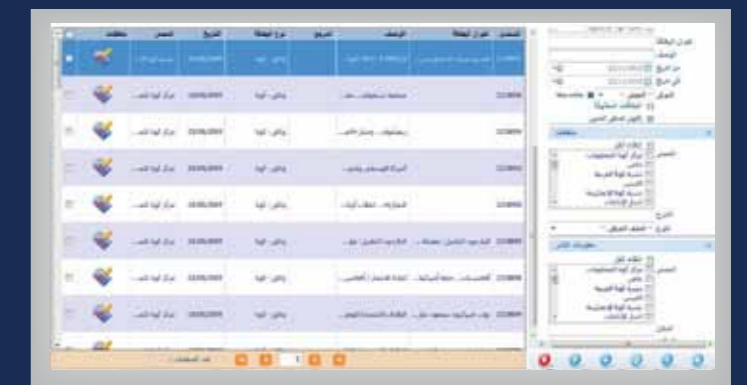
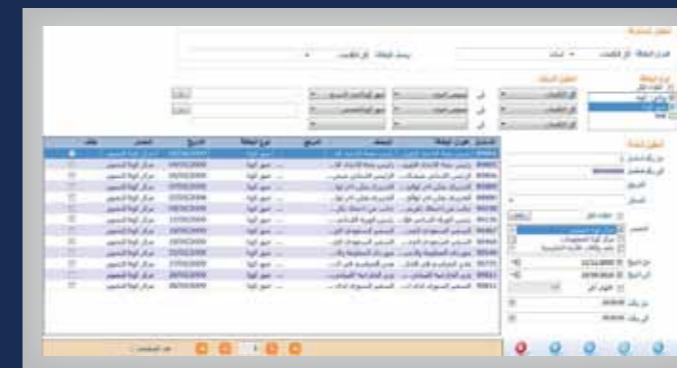


REPORTING

- General Look Up Reports
- Thesaurus, Relations and Subject Headings Reports
- Statistical Reports
- Productivity Reports
- Custom Defined Reports

EFFECTIVE SEARCH AND RETRIEVAL

- Full-Text Search
- Analytical Search
- Boolean Advanced Search (Similar to The Library of Congress loc.gov)



OTHER USAGES AND SYSTEM INTEGRATION CAPABILITIES

EXPORT TO OTHER MEDIA & FORMATS

- CD Generation tools
- User CD application
- Website applications
- XML, HTML ...

IMPORT & INTEGRATION WITH THIRD PARTY DATA SOURCES

- Adobe InDesign
- Editorial workflow
- RSS sources Integration
- XML and other formats

WHO CAN BENEFIT ?

- News Agencies
- Media Groups & Production companies
- Research Centers
- Intelligence Centers
- Police Archives
- Archive Centers
- Other Companies

Media that can be successfully archived with Engram:

- News Stories
- Video Clips
- Images
- Bibliographical Information
- Employee Records
- Intelligence Reports
- Policies and procedures
- Research Papers
- Publications
- Legal Databases
- Legal Papers
- Contracts
- Location Profiles
- Casting Calls
- All Other Video, Media and Multimedia Files

ABOUT IDS

Integrated Digital Systems (IDS) is an Information & Communication Technology company dedicated to develop solutions tailored to the needs of private enterprises and public bodies.

Since the company's establishment in 1992, the IDS team has proved to be a leader in its domain. The company's solid growth is based on a successful expansion policy, the devotion to the highest quality in customer service, and its commitment to continuous technical innovations and development.

Headquartered in Lebanon and supported by its solid network of offices and partners, IDS designs and implements solutions in the leading companies and government institutions across the MENA region, including customers in Kuwait, Qatar, KSA, Bahrain and UAE. Our core competencies lie in Enterprise Resource Planning (ERP), Information Management, Stock Exchange, Online Banking, E-Commerce and Quality Management Solutions, in addition to Web Design & Development. Throughout the years, we have established solid know-how across many industries such as Financial Markets & Banking, Manufacturing, Newspaper Publishing, Communication, and Media Healthcare, Aviation, Telecom and many others.

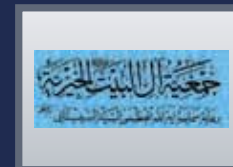
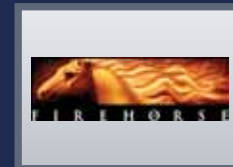
IDS has a professional team of over 75 employees in the domains of engineering, consultancy, research, project management, software development, web design, mobile applications development, customer support and training. Our team's expertise helps in providing superior solutions to our customers on the technological as well as the business levels; we assist our clients in defining their needs, and developing the custom solutions that uniquely respond to their requirements and enhancing their business performance.

The company is also part of the Microsoft Partner Network and has been a Microsoft Gold Certified Partner since 2001.



Microsoft Partner Network

SOME ENGRAM SITES



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