



A Universal Document Identifier for Microsoft Word and Document Management Systems

iDocID automates the insertion of a document file name in a document footer.

WHAT IS A DOC ID?

A document ID (identifier) is a document's filename (or filename and path) or document number as stored in a document management system (DMS). In order to quickly access a document, it is desired that the document's ID be displayed on the printed copy, typically in the document footer. iDocID is provided to automate the insertion, removal and page placement of the document ID.

iDocID INTEGRATION:

iDocID is integrated with several document management systems including Interwoven, OpenText, WORLDOX, NetDocuments and native Word.

iDocID ADMINISTRATION:

iDocID provides centralized administration for establishing the default behavior for the document ID. Placement, format, elements and frequency options are provided. Optionally, end users can set personal preferences.

New features of iDocID 7 include:

- Custom ribbon for easy access leveraging Word 2007
- Provides centralized administration
- Does not overwrite existing footer information
- Footer ID placement is flexibility-all pages, first page, second and beyond, and last page
- Firm's specifications provide a default document ID on all documents
- Placement of the document ID specified by document type
- Legacy document ID codes automatically eliminated upon File Open (if desired)
- Default document ID options specified in an XML file

WHAT OUR CLIENTS ARE SAYING:

"We were looking for a Document Identity Stamper that was flexible enough to work with our Document Management System and different document types. iDocID was able to provide the functionality and flexibility that we needed."

Karen Davis
Downs Rachlin Martin