الطموح لتقنية المعلومات ش.م.م
Al Tomouh IT LLC

Suhail Bahwan Group
Enriching... Enterprising...
مجموعة سهيل بهوان
عــزم... إنــجــاز...

Electronic Document Management System For Leading Private Educational Institution in Oman

To maintain all the student records and all relevant documents of the institution with the Document Management System. To safely store all such document archives and retrieve the required documents whenever required.

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Overview:

The customer is a leading private higher education institution providing high quality technological education for the Sultanate of Oman and the region in general. The college has affiliations with Glasgow Caledonian University in the UK and collaboration with the Vellore Institute of Technology University in India and has produced over 1,500 diplomats and over 2,500 graduates since its inception.

Challenge:

Managing all the relevant documents of the institution related to student records, administrative related documents etc. It is a very tough task for institutions to store & manage such huge data and documents and retrieve required documents when required.

Methodology & Approach:

The customer was impressed by our technical expertise of AL TOMOUH and the capabilities of its document management solution - iArchive. iArchive is an essential software suite designed to convert paper files and records into the electronic format. Business and organizations equipped with iArchive can effortlessly scan all their previous and existing paper documents into the digital format while allowing effective indexing.

With years of experience in providing Digital Archiving Services for ministries and from medium sized to large sized organizations, we know what the key requirements are for creating a successful Archiving Software. Some of the special features of iArchive include: Import bulk image files, index it any time, follow up a document, trace back the follow up history, support multiple image types, classify and differentiate pages into multiple sections, and manipulate the images at a single mouse click.

Outcomes & Conclusion:

Easy management of all the required documents with iArchive. iArchive eliminates file storage.
It provides instant access to all required files.

It provides faster document search facility. It provides multiple user levels.

About AL TOMOUH

AL TOMOUH an IT Services Company providing software solution platforms specializing in a broad range of services such as Consulting, Application Software Development & Maintenance, Managed Operations IT Services, SMS, Cloud services etc., and solution offerings which include Office Automation, eVISA, Service Management, eServices, Document Management, Archive, Record Management, Mobile Apps, SMS gateway, CRM and HRMS etc.

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