

BIOVIA QUMAS DOCSCAN

LATE ARCHIVING AND SYNCHRONOUS SCANNING DATASHEET



Legacy or paper-based documentation can create a major obstacle to the smooth running of a business:

How do you get all of your paper-based documents and SOPs under control in your EDMS?

How do you bring a new acquisition or partner, with a legacy system, online with your organizational practices?

As business operations become increasingly electronic and paperless, electronically controlling legacy documents becomes mission critical. BIOVIA QUMAS provides a complete, end-to-end Scanning Solution to address scanning requirements across your organization.

The BIOVIA QUMAS DocScan offers two types of scanning:

Late Archiving: Scanning of archived and/or paper materials, where content is already known and indexed, to bring them under control in BIOVIA QUMAS EDMS

Synchronous Scanning: The scanning of active content, such as Clinical Trial Data, as it becomes available, creating indexing as it is scanned into control in BIOVIA QUMAS EDMS

The BIOVIA QUMAS DocScan contains:

- In-built quality management & control: Each scanned document is autosubmitted to the repository
- Seamless integration with BIOVIA QUMAS EDMS Workflow to control the creation of effective documents within the repository
- Real-time monitoring & control: Single view of all activity – picking up completed scan jobs & auto-submitting processed jobs to the Compliance repository, reporting on jobs that have started but not finished, jobs not reconciled, ability to manually reconcile & to preview a job before submission
- Scan job creation & configuration: Create a scan job that describes the document you are planning to scan – including metadata and various options to control the creation of the document within the Compliance Repository e.g. manual verification required, auto approval, expected page count
- Generation of cover pages for each hardcopy document using a templatebased approach
- Tightly coupled scanning integration between office scanners and BIOVIA QUMAS EDMS, multiple scan stations configurable to provide the Scanning Solution across multiple facilities

- Late archiving capability at high volume, reducing paper mountains efficiently
- Suitable for a compliance-sensitive environment

There are many areas where the BIOVIA QUMAS DocScan will benefit your business:

Manufacturing:

- Initial paper document load; Acquisition of new product or company or moving product manufacture from one plant to another; Sub-contract interactions
- Central Audit of distributed documents: access centrally to documents for facility audit; on site document storage; central management and control; General audit access to batch records
- Disaster recovery; document retention and integrity
- Support for recall process; automatic complaint and CAPA registration

Research & Development:

- Regulatory Archive; CRF forms; Case History files; Clinical documents etc
- Interaction with CROs: invoice processing; continuity of process with all third parties; loading document from diverse variety of sources and pulling activities from multiple sources together in one controlled system; centrally located supplier documentation.

This Scanning Solution is available for BIOVIA QUMAS EDMS and higher. If you require more information, please contact your Account Executive, or e-mail us at info@qumas.com

ABOUT BIOVIA

Dassault Systèmes Biovia Corp. (BIOVIA) provides global, collaborative product lifecycle experiences to transform scientific innovation. Powered by Dassault Systèmes' 3DEXPERIENCE® Platform, BIOVIA solutions create an unmatched scientific management environment that can help science-and process-driven companies create and connect biological, chemical, and material innovations to improve the way we live. The industry-leading BIOVIA portfolio integrates the diversity of science, experimental processes and information requirements across research, development, QA/QC and manufacturing. Capabilities include scientific data management; biological, chemical, and materials modeling and simulation; open collaborative discovery; scientific pipelining; enterprise laboratory management; enterprise quality management; environmental health and safety; and operations intelligence. BIOVIA solutions are used by more than 2,000 companies in the pharmaceutical, biotechnology, energy, chemicals, aerospace, consumer packaged goods and industrial products industries, as well as academic and government entities.

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