



[www.e-cloud.co.za](http://www.e-cloud.co.za)

## e-CLOUD DOCUMENT ACCESS SERVICES



## Advantages of Subscribing

**Subscribers are able to purchase all Documents at a 30% lower price than Non-Subscribers**

**Subscribers get the benefit of additional facilities within the e-DOCX Document Access System as follows:**

- The availability of a “Company Account” Document purchase management facility, giving details of:
  - Your company’s “Credits Balance” and “Transaction History” of Documents previously purchased the Company / Office
  - Updating facility for your Office Administrator details
  - A list of your e-DOCX Users and their Roles with facility to update their details
- The facility for setting up your “Office” and “Project” Administrators with secure permissions
- The assigning of more than one ‘Project Administrator’ to each Project
- The facility to invite “Document Collaborators” in remote offices, to view, edit or print Documents. The ‘Document Collaborators’ can be given permission to view the document only, or to view and edit the document. He/she can also automatically notify the ‘Project Administrator’ by e-mail when he/she has completed editing a document.
- The option to copy and import data from previously created Documents, to a new Document
- The facility to compare the content of different Revisions of the same completed Document
- The facility to make suggestions, and send queries by e-mail to the Publishers of the Documents
- The option to participate in Forums, Corporate Blogs & Polls
- The facility to pay for e-CLOUD “Credits” by Electronic Funds Bank Transfer (EFT)
- The facility to send e-mail queries and suggestions to the Document Publishers
- The facility to access Forums, Blogs and Polls
- The option to subscribe to “e-DOCX Project” Document Repository Service



For further information and to subscribe, please contact Tjaart Kruger  
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## e-CLOUD DOCUMENT ACCESS SERVICES

### MATRIX OF SUBSCRIBER VS NON-SUBSCRIBER BENEFITS

SERVICE COMPONENTS	SUBSCRIBER	NON-SUBSCRIBER
	<b>DOCUMENTS</b>	
<b>1. 30% Discount on the purchase of Documents</b>	✓	
2. Viewing all your Company's Projects that have purchased Documents with links to the Documents	✓	✓
3. Listing of all Documents Purchased by your Company	✓	✓
4. Access to the lists of Document Prices	✓	✓
5. Access to the facility for the purchase of e-CLOUD "Credits"	✓	✓
6. User Help in respect of: Reference Guide, Required Software, Step-by-Step User Instructions and Videos	✓	✓
7. A facility to save Documents on your Workstation if required	✓	✓
8. Electronic signature option on each Document for signing "Finalized" Documents	✓	✓
9. A "Company Account" Document purchase management facility	✓	
10. A facility for setting up "Office" and "Project" Administrators	✓	
11. Assigning of more than one 'Project Administrator' to each Project	✓	
12. A facility to invite "Document Collaborators" in remote offices, to view, edit and print Documents	✓	
13. An option to copy and import data from previously created Documents, to a new Document	✓	
14. A facility to compare the content of different Revisions of the same completed Document	✓	
15. A facility to make suggestions, and send queries by e-mail to the Publishers of the Documents	✓	
16. An option to participate in Forums, Corporate Blogs & Polls	✓	
17. A facility to pay for e-CLOUD "Credits" by Electronic Funds Bank Transfer (EFT)	✓	
18. The option to subscribe to "e-DOCX Project" Document Repository Service	✓	
19. A free Call Centre during office hours (08h30 to 16h00) to attend to technical queries	✓	✓