

The NextDocs Quality Management System



A Comprehensive, Integrated Quality Management Solution Based on Microsoft SharePoint

The NextDocs Quality Management System addresses the full range of Quality processes from CAPA to Complaint Management, all in an integrated, SharePoint-based environment.

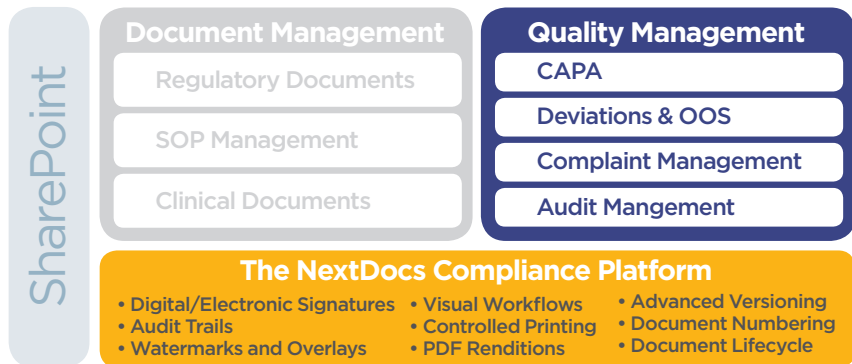
The NextDocs Quality Management System is part of the NextDocs family of compliance solutions, and is built on the NextDocs Compliance Platform. As a result, the system fully addresses all 21 CFR Part 11 and related regulatory requirements.

Built as a set of 4 modules, each quality process in the NextDocs solution connects to the others.

This level of Integration, combined with Microsoft SharePoint's familiar user interface and integration with Microsoft Office, allows users to quickly become proficient with the entire range of quality processes. The result is reduced training requirements, higher adoption rates and faster deployment.

Each module in the NextDocs Quality Management System is "Built in SharePoint" and pre-configured, which means that it sits comfortably within a standard SharePoint implementation and is ready to deploy.

With the NextDocs Quality Management System, you get a comprehensive quality management solution that users adopt readily and which IT will welcome as part of their SharePoint infrastructure.



The NextDocs Difference: Compliance without Complexity

The **NextDocs Document Management Systems** are off-the-shelf applications that address all FDA 21 CFR Part 11 requirements. Built on the **NextDocs Compliance Platform**, they are 100% browser-based and completely integrated into the SharePoint framework.

SharePoint's familiar user interface and seamless integration with Microsoft Office applications provide a familiar environment for users. IT professionals enjoy the fact that NextDocs modular solutions install directly into their SharePoint environment, extending rather than replacing familiar system administration processes. The result is faster deployment, higher adoption rates and far lower costs than alternatives based on legacy platforms.

The NextDocs Compliance Platform

The NextDocs Document and Quality Management systems are built on the NextDocs Compliance Platform which addresses the entire range of 21 CFR Part 11 requirements.

- 🌀 **Lifecycle management** allows management of the document from inception to obsolescence
- 🌀 **Version tracking** with major and minor versioning, version history and previous version restoration
- 🌀 **Audit trails** provide a detailed log including every activity performed in the system
- 🌀 **Check In/Check Out** controls to prevent documents from being overwritten
- 🌀 Configurable **document numbering** allows flexible numbering schemes
- 🌀 Real time **Adobe PDF conversion** triggered by document state or workflow step
- 🌀 **Electronic/Digital signatures** that address all regulatory requirements
- 🌀 **Metadata tagging** that can drive folder placement and/or lifecycle decisions automatically
- 🌀 **Folder templates** that allow all or part of a folder structure to be saved as a template
- 🌀 Controlled document management including configurable application of **watermarks & overlays**

