



**If you make the process easy, users will embrace it.**

### **Abledoc DropBox**

The Abledoc DropBox provides users a simple method for dropping files into the Abledoc system regardless of where they are located. The DropBox can be used to store any PC file including MS Office, PDF, Pictures, Video, Sound and email.

### **Remote Users**

There are many reasons the Abledoc DropBox gets deployed. Customers may have remote sales people that need an effective way to move files back to the main office without fear of Spam Filters or large email attachments blocking or losing the item. When this happens it is usually days before anyone realizes the order never made it and the process starts again.

Customers may have staff located at customer sites that are creating or updating project related files daily. Getting these files to a secure location is essential when offsite. A failed hard drive or a lost or stolen laptop can result in disaster if the only electronic copy of the 200 page project plan is GONE.



### **Simple Drag and Drop**

Users can take items found on their desktops and drop them onto the DropBox. These items are then moved into the Abledoc repository.

### **Index Values**

The Abledoc DropBox can be configured to output an index file and are inserted into the database when the item is imported. These index values are then made available as filters when searching the repository. Index values are also used for security and to drive a workflow process.

### **Connectivity**

The Abledoc DropBox can be configured to either connect using FTP over the internet/intranet or a WAN network connection.

### **Online/Offline Mode**

In the event a network connection is not available, the DropBox will enter into Offline mode and store the items locally. When the network comes back online, the DropBox will move the cached items to the server. This allows a user to continue to work even if the network becomes unavailable.

### **DropBox FileMover - Importing Faxes**

The Abledoc DropBox can monitor a directory for files and when a new item is found, the DropBox will move it to the Abledoc System. The DropBox will assign index values based on the directory it is monitoring. A fax server can output faxes to a directory for the DropBox to monitor.

CDMS  
3605 North Progress Avenue  
Suite: 100  
Harrisburg, Pa. 17110  
Web: [www.cdmspa.com](http://www.cdmspa.com)

Telephone: 717-540-1301  
Fax: 717-540-8840  
Email: [info@cdmspa.com](mailto:info@cdmspa.com)  
Web: [www.abledoc.com](http://www.abledoc.com)