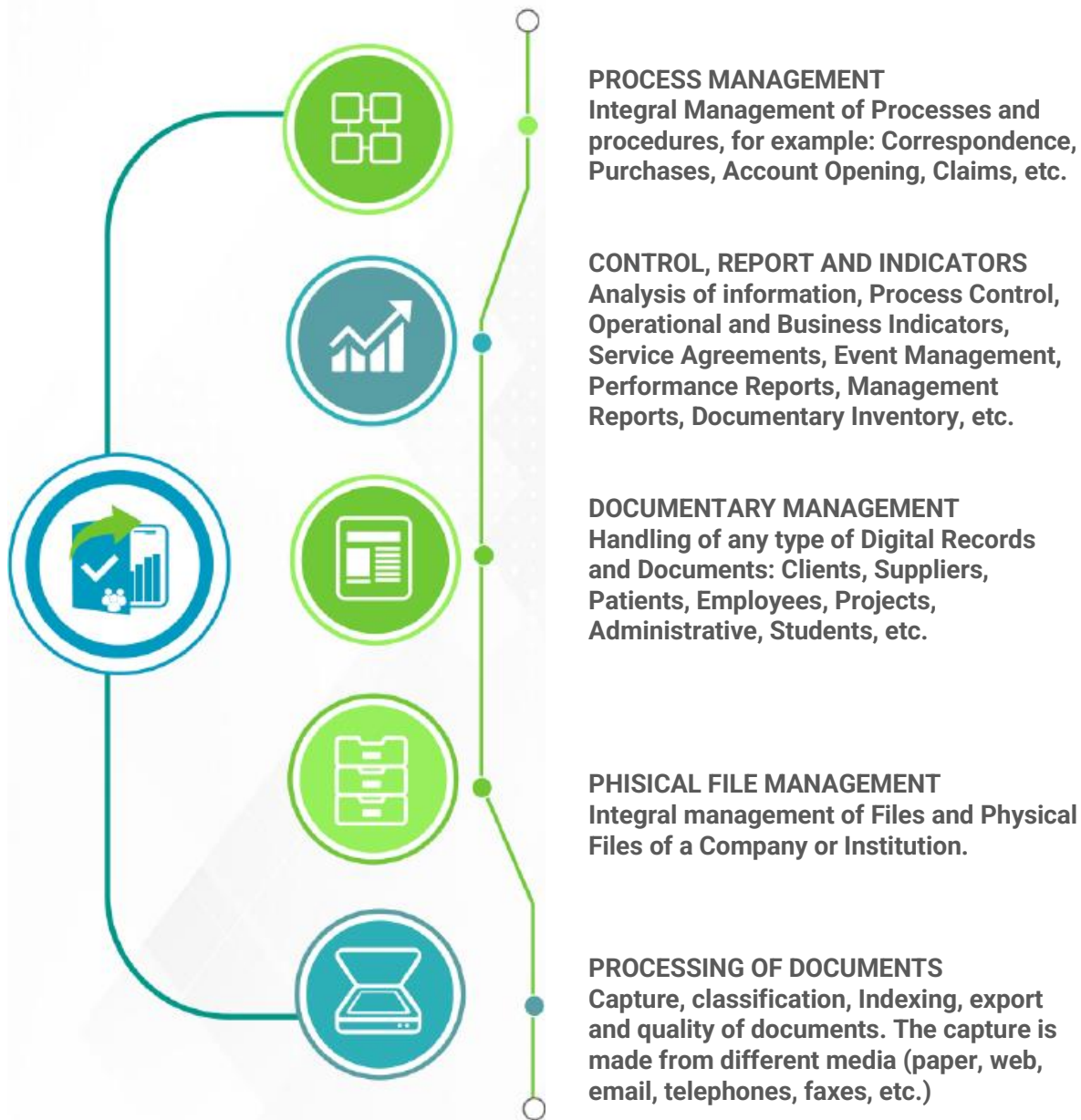




**SOLUTION FOR THE EFFICIENCY OF YOUR  
MANAGEMENT**

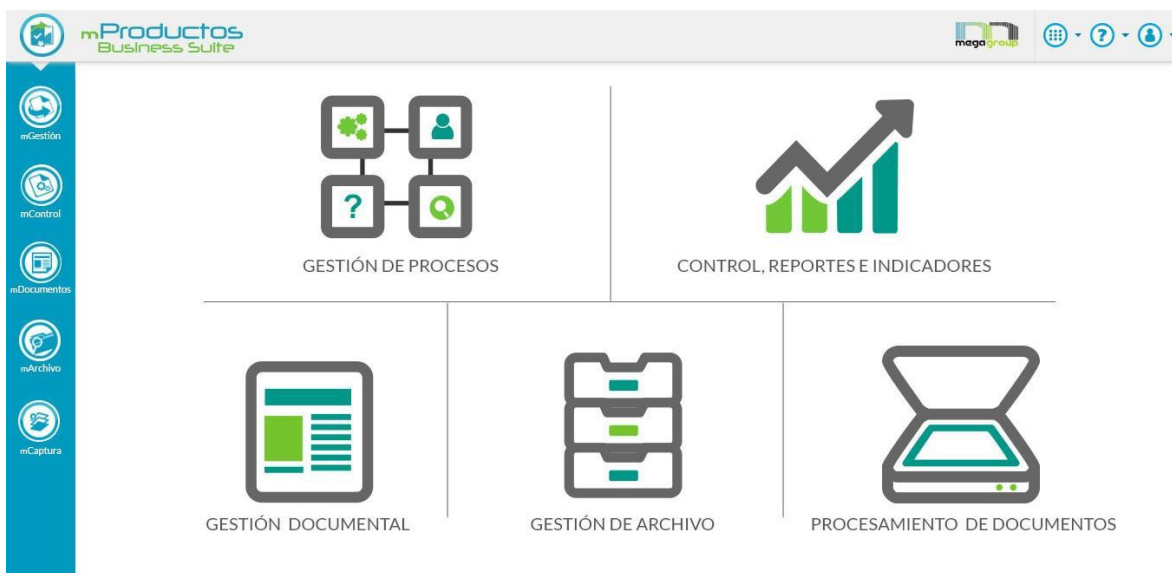




## ¿What is mProductos Business Suite?

Integrated solution to improve the efficiency and agility of a company or institution:

- ✓ Productive, operative and administrative processes.
- ✓ Handling of Records and Documents.
- ✓ Teamwork and collaboration.
- ✓ Information analysis.
- ✓ Mobility of employees.
- ✓ Control of processes and procedures.





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## PROCESS MANAGEMENT

Integral Management of Processes and Procedures, for example: Correspondence, Purchases, Account Opening, Claims, etc.

- ✓ Configuration through Process Modeling (BPMN).
- ✓ Task Tray - Work Queues.
- ✓ Management of deadlines in the attention of pending.
- ✓ Task Automation: Notifications, Digital Signatures, Generation of Documents, etc.
- ✓ Management of Business Rules. Subprocess Management
- ✓ Audit of everything done in the process.
- ✓ Automatic start of the processes by several means (portals, mail, web service, telephone, etc.)

**Bandeja de Tareas**

Proceso: Clasificación Automatica Desde: Hasta: No Disponible   
Abrir Tareas Automáticamente

Buscar Limpiar Exportar

Tarea	Fecha de Inicio	Clasificación	Numero de Cedula	Estado	Opciones
Verificación	31/01/2018 - 16:55:06	Cédula de Identidad	11.247.200	Pendiente	Ver
Verificación	31/01/2018 - 16:56:42	Cédula de Identidad	11.247.200	Pendiente	Ver
Verificación	31/01/2018 - 13:56:39	Prueba	471	✓ Aceptada	Ver
Verificación	31/01/2018 - 17:00:52	Cédula de Identidad	11.247.200	Pendiente	Ver
Verificación	31/01/2018 - 17:23:12	Cédula de Identidad	11.247.200	Pendiente	Ver
Verificación	31/01/2018 - 17:23:58	Cédula de Identidad	11.247.200	Pendiente	Ver
Verificación	01/02/2018 - 08:06:35	Cédula de Identidad	11.247.200	Pendiente	Ver
Verificación	01/02/2018 - 08:07:19	Cédula de Identidad	11.247.200	Pendiente	Ver

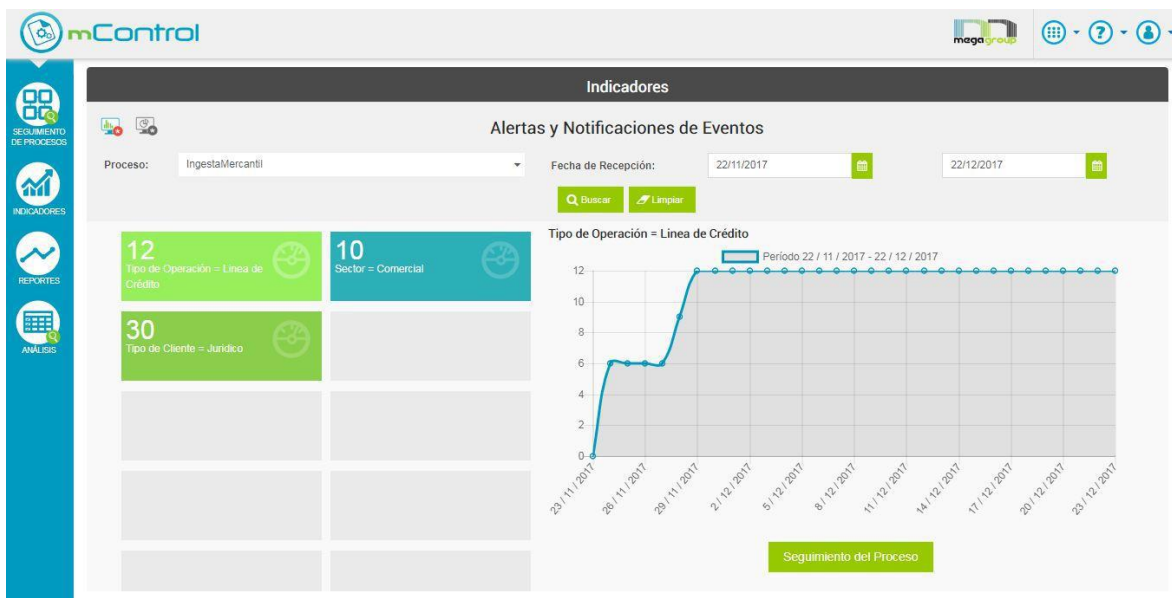
Registros Totales: 8



## CONTROL, REPORT AND INDICATORS

Analysis of information, Process Control, Operational and Business Indicators, Service Agreements, Event Management, Performance Reports, Management Reports, Documentary Inventory, etc.

- ✓ Process Monitoring Facilities
- ✓ Process Reports, Document Management and Management of Physical Files.
- ✓ Business Indicators, Operational and Service Agreements.
- ✓ Management of Data Warehouses and Custom Reports.





## DOCUMENTARY MANAGEMENT

Handling of any type of Digital Records and Documents: Clients, Suppliers, Patients, Employees, Projects, Administrative, Students, etc.

- ✓ Master Records or Compounds.
- ✓ Document Viewer - Double Viewer for better analysis.
- ✓ Properties or particular attributes for each type of File and Document.
- ✓ Life cycles of approval of documents.
- ✓ Collaborative facilities - Work spaces.
- ✓ Documents expiration.
- ✓ Handling favorites, file relationships, comments, etc.

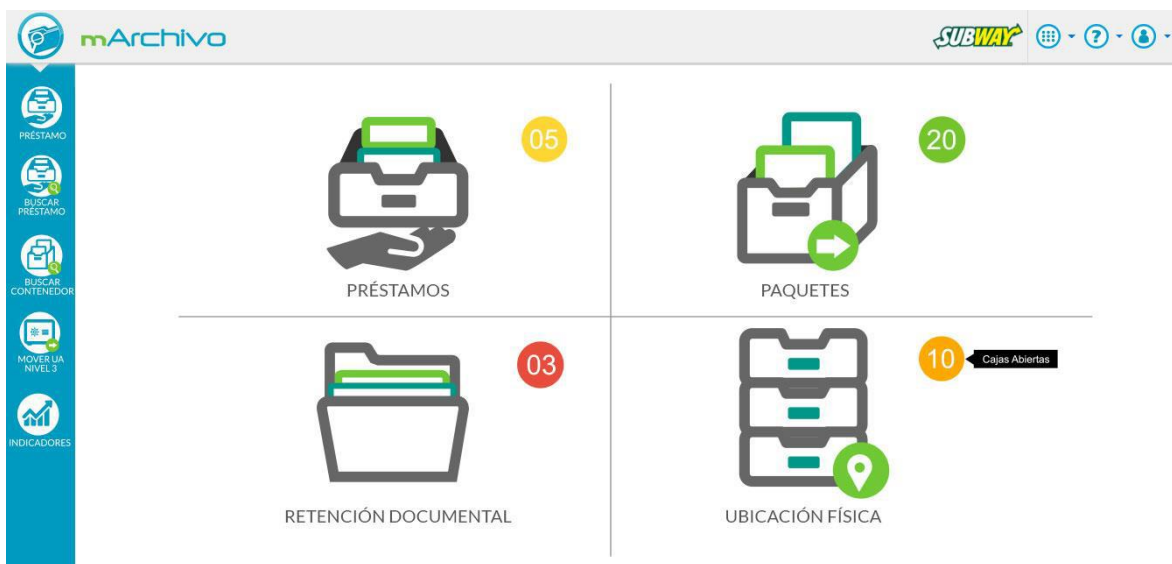




## PHISICAL FILE MANAGEMENT

Integral management of Files and Physical Files of a Company or Institution.

- ✓ Physical Location Management, Availability, Capacities, etc.
- ✓ Handling of Shelves, Boxes, Folders, etc.
- ✓ Documentary Retention, TRD, Expiration Schedule, etc.
- ✓ Management of Loans of Files and Documents.
- ✓ Transfers, Movements, etc.
- ✓ Asset Management of any kind.
- ✓ Searches, Reports, Notifications, etc.





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## PROCESSING OF DOCUMENTS

Capture, classification, Indexing, export and quality of documents. The capture is made from different media (paper, web, email, telephones, faxes, etc.)

- ✓ Facilities for Separation and Ordering of Documents.
- ✓ Process configuration for the processing of Files and Documents.
- ✓ Automatic Classification
- ✓ Automatic Indexing and Indexing Facilities (OCR).
- ✓ Handling of Work Earrings and Tails.
- ✓ Seals and digital annotations of the Documents.
- ✓ Application of Watermarks to documents.

The screenshot displays the 'mCaptura' software interface. On the left, there is a sidebar with a 'CAMBIA DE TAREAS' button. The main area is titled 'Facilidades PDF - Indexación Automatica'. It contains several input fields and buttons for document processing:

- Viajero Frecuente (OCR):** Input field for the frequent traveler's name.
- Pasaje (OCR):** Input field for the ticket number.
- Número Viajero Frecuente:** Input field for the frequent traveler number.
- Número de Pasaje:** Input field for the ticket number.
- Codigo:** Input field for the code.
- Certificado No. 103464283** (pre-filled).
- BarCode:** Input field for the barcode.
- Texto:** Input field for additional text.

Buttons available include 'Reconocimiento OCR', 'Leer QR', 'Leer BarCode', 'Aplicar Sello', and 'OCR Completo'. On the right, a preview of a scanned document is shown, titled 'CERTIFICADO DE ANTECEDENTES CERTIFICADO ORDINARIO No. 103464283'. The document includes a QR code, a date of 11-05-13, and a signature of MARIO ENRIQUE CASTRO GONZALEZ.



## OTHER FACILITIES

- ✓ **Light client for inquiries from Mobile Devices and Smart Phones.**
- ✓ **Integration layer with other systems and applications, Web-Rest services.**
- ✓ **Portal for massive consultations (internal and external) integrated to Portals or Websites.**
- ✓ **Automatic integration to view files and documents from other systems without the need for adjustments in the other application.**
- ✓ **Facilities for the construction of customized solutions integrated to the product.**



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## GENERAL CHARACTERISTICS

- ✓ Product that contains the best practices and world standards.
- ✓ Built with first level technology: Spring, Angular JS, Eureka, Swagger, Zing, etc.
- ✓ Compliance with local regulations, for example: guidelines of the General Archive of the Nation.
- ✓ Comprehensive security through Users, Groups, Roles; integration with the Active Directory.
- ✓ Licensing for functionalities to be used, for example: Document Management and Reports or Process Management, etc.
- ✓ Facility for implementation by phases, adding functionalities later.
- ✓ SaaS Modality in the Cloud or Implantation within the company.
- ✓ Architecture of micro services - Cloud Ready
- ✓ Support Centers for America.



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Contact: [info@megagroupla.com](mailto:info@megagroupla.com)



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