▲advanced NetDocuments

Choosing how to manage your documents isn't easy. With diverse solutions, to select from, it can be difficult to determine which tool is right for your team.

To simplify the complicated realm of document management, we've created this resource to help you distinguish between the general and legal-specific tools in the market and identify the capabilities and features your team needs - so you can design a document management solution that will support your lawyers at every step, empowering them to deliver the best in legal services.

Document Management System (DMS):
A DMS helps you create, edit, review, secure and share your critical documents, and more - so you can work more efficiently.

NetDocuments - DMS+:
NetDocuments offers your firm multiple solutions (ORGANISE, PROTECT, PLAN, DELIVER and LEARN) that deliver even more features above and beyond the core DMS. The marks below indicate what you can get with additional solutions

	Doc Mgt System (DMS)	NetDocuments DMS+
DOCUMENTS & FILES		
Document Storage	☑	☑
Document Library Services	☑	☑
Collections / Bundles	☒	☑
Templates	☑	☑
Retention & Disposition	☑	☑
Legal / Litigation Holds	☑	☑
Optical Character Recognition (OCR)	☒	☑
Integration with Microsoft & Adobe	☒	☑
EMAIL		
Email Management	☒	☑
Predictive Filing	☒	☑
Folder Mapping	☒	☑
Integration with Microsoft Outlook	☒	☑
SECURITY		
Document Level Security	☑	☑
Granular Access Controls	☑	☑
Data Loss Prevention	☒	☑
Ethical Walls	☒	☑
COLLABORATION		
Preview & Annotate	☑	☑
Internal Collaboration	☒	☑
Secure External Sharing	☒	☑
Secure External Collaboration	☒	☑
Real-Time Messaging	☒	☑
TASKS & WORKFLOWS		
Work and Task Management	☒	☑
Automation	☒	☑
Templates	☒	☑
OTHER		
Reporting & Analytics	☒	☑
Artificial Intelligence (AI) / Machine Learning (ML)	☒	☑
Integrates w/ Other Systems	☑	☑

*Explore our app directory

The goal of technology is to make your life easier, not more complex. But if your document management system gets too complicated, it can create extra challenges for your team as they navigate the platform.

That's why NetDocuments helps streamline your document workflow with numerous built-in capabilities, add-on features, and seamless integrations with Microsoft solutions and other critical legal technology—ultimately helping lawyers focus less on process and more on what inspires them every day.

More Information:

w: oneadvanced.com   **t:** +44(0) 330 343 8000   **e:** hello@oneadvanced.com