



AGC of America  
THE ASSOCIATED GENERAL CONTRACTORS OF AMERICA  
Quality People. Quality Projects.



*Smarter Construction.  
Integrated Content Management  
For Field and Office*

Computer Guidance Corporation



Quality People.  
Quality Projects.

## Webinar Topic:

- Solving the challenges of today and removing the barriers of tomorrow. With an integrated and comprehensive Content Management solution construction companies can address all aspects of the content management requirements of their business, well beyond the most commonly implemented AP-related content. Integrated content management for key functions such as accounting, finance, project management, business development, human resources, and estimating are no longer just a desire, they are the reality of today.
- This presentation will discuss how you can ensure ongoing interconnectivity between your branches, departments, the field and the office by making the collection, modification, dissemination and storage of mission-critical content quick-and-easy tasks during your daily operations.

## Webinar Objectives:

You will learn how to:

- Manage various types of content
- Capture content as a by-product of workflows
- Reduce paperwork / duplicate entry
- Improve accuracy / cost-saving
- Drive fluidity to your business
- Share information on demand
- Make better decisions
- Speed up audit process
- Stay compliant



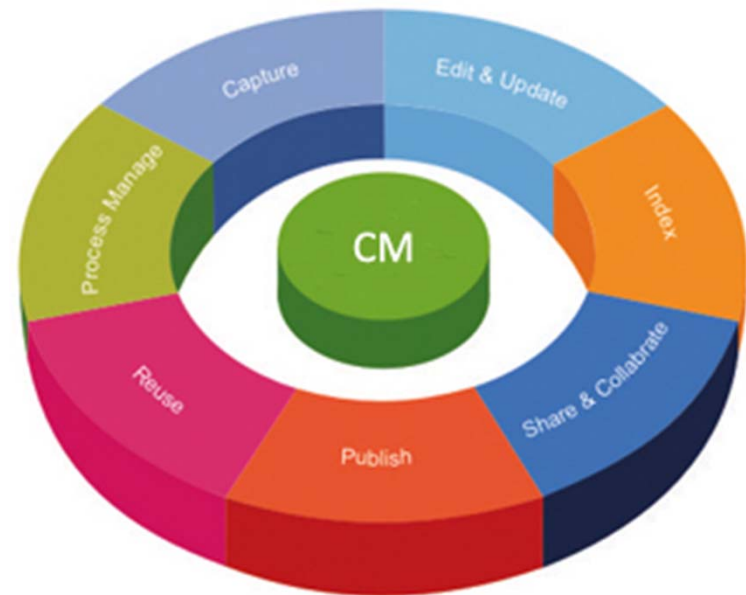
## Steve Gross, VP of Client Solutions, Computer Guidance

Steven Gross is responsible for leading initiatives designed to maximize the effectiveness and utilization of Computer Guidance software applications at customer environments. As the Vice President of Client Solutions, Steven's focus is on assisting Computer Guidance customers in realizing the highest levels of ROI from the Computer Guidance eCMS enterprise resource planning solution by delivering expert review and analysis of system usage, gap analysis and best practices consulting. Steven has over 20 years of experience working with and advising construction companies on successfully implementing accounting and project management systems. Steven holds a BS degree in Business Information Systems from Illinois State University.



## Computer Guidance Content Management

- Secure Central File System – Integrated with ERP
- Standardized Enterprise App For Managing Content
- All Types of Content - Including Links To 3rd Party Docs
- Access Via Web Browser – Browser Agnostic
- Available To Staff & External Partners
- Free-form Folder Creation
- Unlimited User-Defined Document Tags
- Enterprise-level Security
- Direct Integration to Email / Email Archival
- Version Control / Version History
- Link to Workflow For Approval
- Full Content Search



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## Content Management In Action



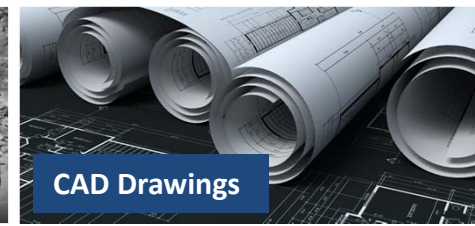
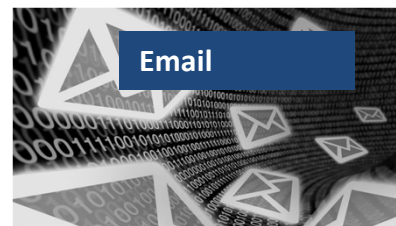
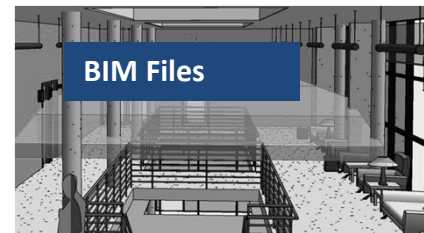
## Content Management Technology Platform & Infrastructure

- Cloud & On-premise
- Browser-based
- Browser Agnostic
- Device Independent
- Standalone or Integrated with ERP
- Multiple File Type & Size Support
- Structured & Unstructured Content
- Secure Central File System



## Content Management Feature & Functionality Set – Capture

- Capture and upload content
- Add links to third-party documents (batch or individual)
- Leverage standard templates
- Email from within content management
- Hold documents in user-defined folders
- Associate documents with users and groups
- Check in and check out documents
- Create naming conventions
- Approve content before publishing





## Content Management Feature & Functionality Set – Version Control

- Check in and check out
- Edit and update in native format
- Know who edited when
- See all previous versions
- Create unlimited tags to folders, owners and types
- Set user-defined rules



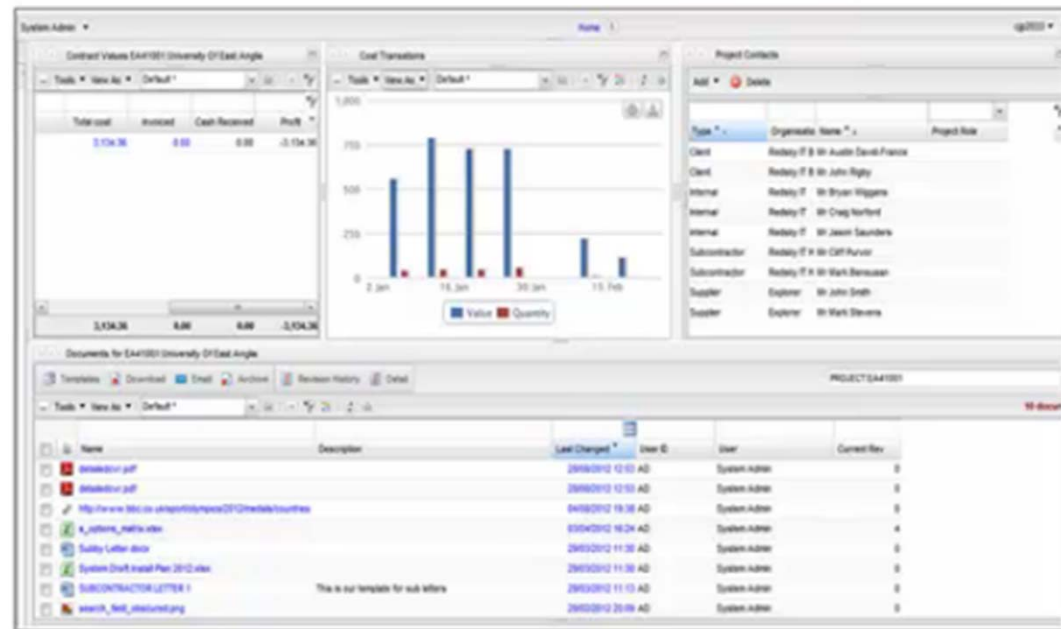
## Content Management Feature & Functionality Set – Search & Index

- User-Defined Tags
- Content Name & Description Search
- Context Search
- Displays All Formats & Context



## Content Management Feature & Functionality Set – Share & Collaborate via Portals and Dashboards

- Capture content as a by-product of workflows
- Tag groups and projects
- Draw from template library
- Share content via Web portal
- Provide access to third parties
- Associate content with contacts



Portals & Dashboards

Email Integration & Archival

Workflows & Alerts



## Benefits

- More efficient data management; reduced risk & cost
  - Prevents theft
  - Scheduled backups minimize loss
  - Central storage with built-in fault tolerance
  - Single source of Truth
- Facilitates Standardization
- More secure
- Reduced duplication of effort
- Improved accuracy
- More Fluidity in your business
- Information shared on demand
- Better decisions
- Faster auditing process
- Compliancy
- Improved bottom-line



## Questions / Comments?



Thank you!



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