

CampusLink SchoolDocs

A Fully Integrated
Document Management Solution

CAMPUSSM
MANAGEMENT



“The partnership between Campus Management and SchoolDocs underscores the value and importance of solutions providers working together to solve higher education’s biggest technology challenges.”

James C. Beach
President
SchoolDocs



Campus Management and SchoolDocs

The document management system you select should work across your institution. Therefore, it’s vital to implement software that has a history of successful integrations with your brand of administrative system. As a partner of Campus Management, SchoolDocs brings years of experience and expertise integrating its document management solution with CampusVue® Student, the leading student information system. As a team, we offer proven solutions, integrated services, and best practices for deploying next-generation technology for higher education. Join the paperless revolution today with Campus Management and SchoolDocs.

Two-Way Integration with CampusVue Student

SchoolDocs offers a two-way XML Web service that includes data synchronization with CampusVue Student and CampusVue Portal. More than a document management system, the integrated solution becomes an essential management tool that supports records retention policies, the disposition of student and corporate documents, student privacy requirements, and Department of Education compliance processes. CampusLinkSM SchoolDocs combines paperless processes, document management, workflow, compliance, document inventory, and pre-audit tools into one solution for your institution.

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Much More than Imaging

Traditional document management and imaging systems have focused on imaging (scanning). SchoolDocs focuses on eliminating imaging and improving paperless processes. The solution combines a paperless environment for creating online electronic forms and scanned documents, and provides a monitoring system for tracking missing documents and other records-based issues. SchoolDocs also manages internal corporate documents and monitors due dates of required documentation for single or multi-campus environments.

Compliance Accountability

Your institution can enhance accountability through SchoolDocs records tracking, document history, audit logs, date/time stamping, pre-audit, and centralized access. These features allow managers from the corporate office to "See All" regarding documents and tracking at any campus, department, or office location.

Security Focused

Document security is extremely important as users access, view, and share files. SchoolDocs adheres to the highest security standards to ensure files are only accessed by authorized personnel based on an extensive matrix of scenarios.

Unlimited Site Licensing

SchoolDocs offers unlimited site licensing. Pricing is based on a school's current size and does not upcharge for growth. Unlimited licensing includes imaging stations, staff users, campuses, databases, and administrative and student files.

About Campus Management Corp.

More than 1,700 colleges, universities, foundations, and other organizations in 17 countries rely upon Campus Management Corp[®] enterprise software products and services. The CampusVue[®] Ecosystem is a vision for a fully integrated, centralized administrative and e-Learning platform that unifies services, academic delivery, administrative management, and reporting for the range of public, private, and proprietary postsecondary institutions. The ecosystem includes the CampusVue Student administrative system and CampusVue Portal solution, as well as Talisma[®] Constituent Relationship Management (CRM) and fundraising software.

About SchoolDocs

Based in Dallas, SchoolDocs is a leading provider of document management systems for higher education. Having served the higher education sector for seven years, the company's solutions are designed around typical workflow and compliance processes within the college environment. SchoolDoc's solutions and services enhance current student management software, produce a positive impact on performance, and allow institutions to operate more efficiently.

eForms

SchoolDocs provides custom electronic forms (eForms) accessible through a Web browser. School employees or students can easily fill out standardized forms. Once completed and validated, the forms become electronic documents (PDFs) available in virtual folders within the same Document Management System that stores other scanned images, correspondence, and vital records. The use of electronic forms increases the quality and reliability of student records.

Automated Workflows

Institutions need to route, locate, monitor, and control documents in real time. Automated workflow ensures that users cannot deviate from management policy or omit critical steps in the process. The use of electronic documents also permits parallel processing so that multiple aspects of a job can be accomplished simultaneously without having to wait for steps to be completed sequentially.

Real-Time Audits

SchoolDocs enables you to manage the risks associated with compliance issues as well as improve your overall bottom line through data management functions. For example, the technology lets you perform live audits to discover missing documents and underlying data.

Identifying Missing Documents

SchoolDocs generates reports of missing student documents based on pre-defined templates designed around common compliance issues such as incomplete enrollments, late refunds, and verifications.



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