

Titan 3000 Precast & Prestress Management System

Document Management

Doc Num	Doc Type	Doc Date	Title	ReferenceNum	JobNum	CustomerID	VendorID	Structure	MarkNum	Revision	Attach
28622	Job_Quotes	4/13/2022	Quote for 22-2271 - Contractors Hub Job 2		22-2271	CON001					📎
28623	Job_Quotes	4/13/2022	Quote for 22-2269 -		22-2269	CON001					📎
28627	Job_PriorityForms	4/13/2022	Priority Form for 22-2272 - Hub Job 2		22-2272	CON001					📎
28629	Job_Takeoffs	4/18/2022	Takeoffs for 22-2283 - Bid Example		22-2283	Kelly		MH1			📎
28630	Job_PriorityForms	4/18/2022	Priority Form for 22-2283 - Bid Example		22-2283	Kelly					📎
28631	Job_PriorityForms	4/18/2022	Priority Form for 22-2283 - Bid Example		22-2283	Kelly					📎
28634	Job_Quotes	4/18/2022	Quote for 22-2283 - Bid Example		22-2283	Kelly					📎

Imagine the Possibilities

Retrieve stored documents with a click of a button using Titan's Integrated Document Management module. Imagine the possibilities: blue prints, signed delivery tickets, QC documents, production drawings, MSD Sheets. You'll have countless critical documents at your fingertips. Retrieve documents by job, customer, structure, product, vendor, ticket number – any number of ways.

Documents can be saved and indexed in multiple ways, including our Inbox, Email Attachment and Quick Filing methods.

Documents can be stored on local hardware and backed up to secured offsite storage. This module also allows you to email any contact in the Titan CRM module with a click of a button.

You can email multiple documents at once, or one at a time. Additionally, all emails sent or received can be tracked and linked to jobs, customers, vendors and contacts for future retrieval – a complete email history system.

Our email template feature can be used to completely automate the email process. Email templates can automatically fill in the subject line, body, email address and required attachments, which is especially useful with quotes, purchase orders, invoices and customer statements.

FEATURES

- » Retrieve, View, Reprint and Email Any Type of Document
- » File/Index Documents by Job, Customer, Structure, Product, Vendor, etc.
- » Track Email History
- » Email Template Feature
- » Track Any Document, Such As Blue Prints
- » Signed Quotes
- » Signed Sales Orders
- » Customer POs
- » Production Drawings
- » Signed Delivery Tickets
- » Inventory Packing Slips
- » Vendor Invoices
- » MSD Sheets
- » QC Documents
- » Production Forms
- » Time Sheets
- » Customer Checks
- » Security Features
- » Archiving Feature
- » Email Quotes
- » Email Purchase Orders
- » Email Customer Invoices
- » Email Customer Statements

TITAN DOCUMENT MANAGEMENT

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PRECAST MANAGEMENT SYSTEM

TITAN

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