OmTrak

DOCUMENTS MODULE

Document Management

MEASURE TWICE, CUT ONCE

OmTrak

ALL OMTRAK MODULES
Mail, RFIs & Tasks

SITE WORKS MODULE
Defect Management

MODELS MODULE
BIM Management

TENDER MODULE
Tender Management

MANUALS MODULE
Operations & Maintenance

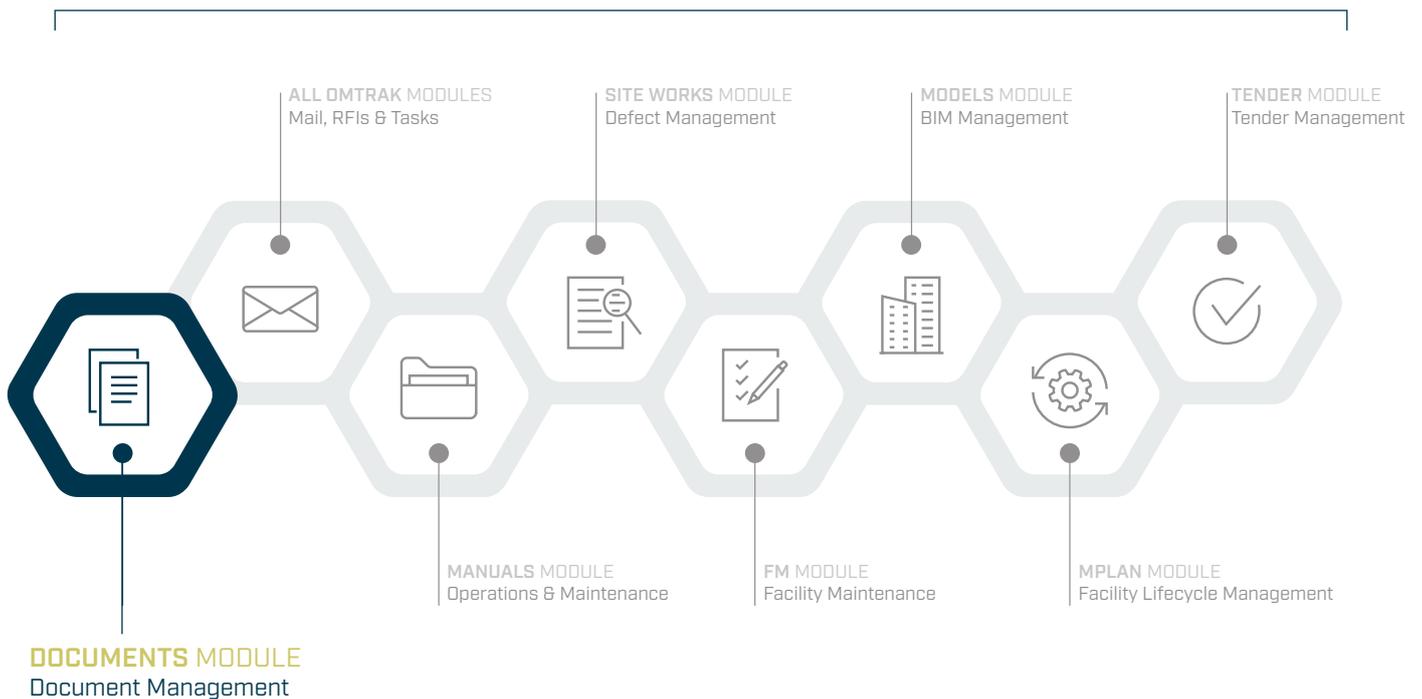**FM** MODULE
Facility Maintenance

MPLAN MODULE
Facility Lifecycle Management

DOCUMENTS MODULE
Document Management

CLOUD-BASED SOLUTION FOR ASSET OWNERS, AND FACILITY MANAGERS.

With OmTrak's Documents Module, experience a robust solution for managing project documentation with ease and security. Benefit from streamlined processes, mobile access, and comprehensive integrations, ensuring efficient and accurate information flow throughout your project's lifecycle.
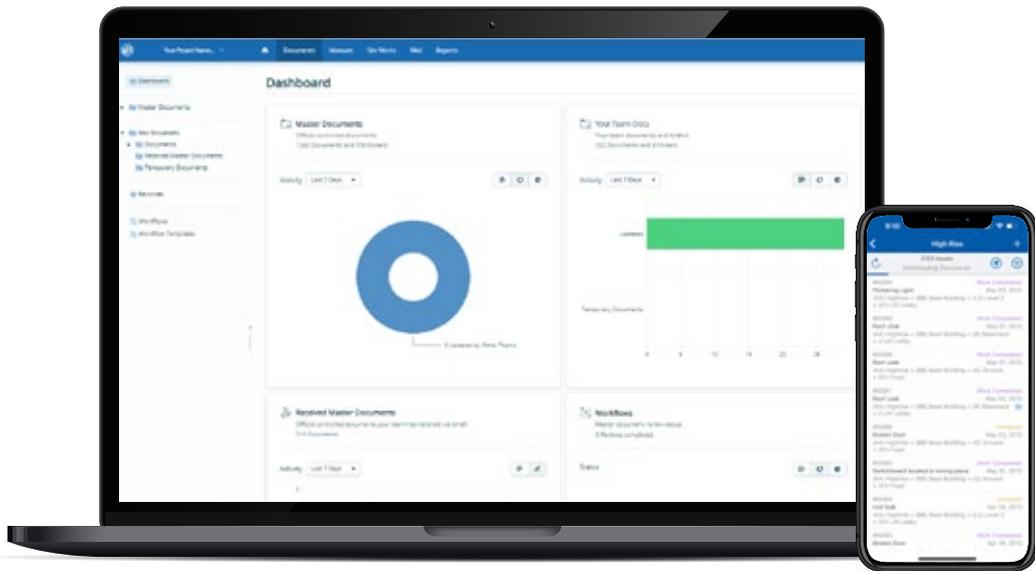
Document Management

Unlimited Users, Unlimited Storage, Anytime, Anywhere Access

In the fast-paced world of construction, the right information in the right hands can make or break a project. **OmTrak's Documents Module is your key to a more efficient, error-free, and secure document distribution process.**

Fully Integrated & Secure

- **Seamless Integration:** OmTrak's Documents Module integrates effortlessly with our other OmTrak modules for a cohesive and connected project management experience.
- **Secure Document Handling:** Upload and distribute project documents securely, ensuring the protection of sensitive information at all times.
- **Automated Workflows:** Streamline reviews with automated workflows, providing easy access to the most current versions, complete with a full audit trail for quality assurance.

Fast, Accurate Information Sharing

- **Efficient Distribution:** Ensure documents and drawings reach the right people when they need them, with faster, error-free distribution.
- **Version Control:** Benefit from inbuilt version control, tracking document changes to maintain consistency and accuracy.
- **Customised Workflows:** Customise workflows to fit your project needs, enhancing the efficiency of information sharing and decision-making.

User-Friendly & Efficient

- **Intuitive Interface:** OmTrak's user-friendly interface is designed for simplicity, avoiding the need to wrestle with complicated software.
- **Organised Documentation:** Easily upload information, tag documents for better organisation, and navigate intuitive folder structures.
- **Streamlined Projects:** Streamline your project information management processes, making it easier to keep track of crucial documents.
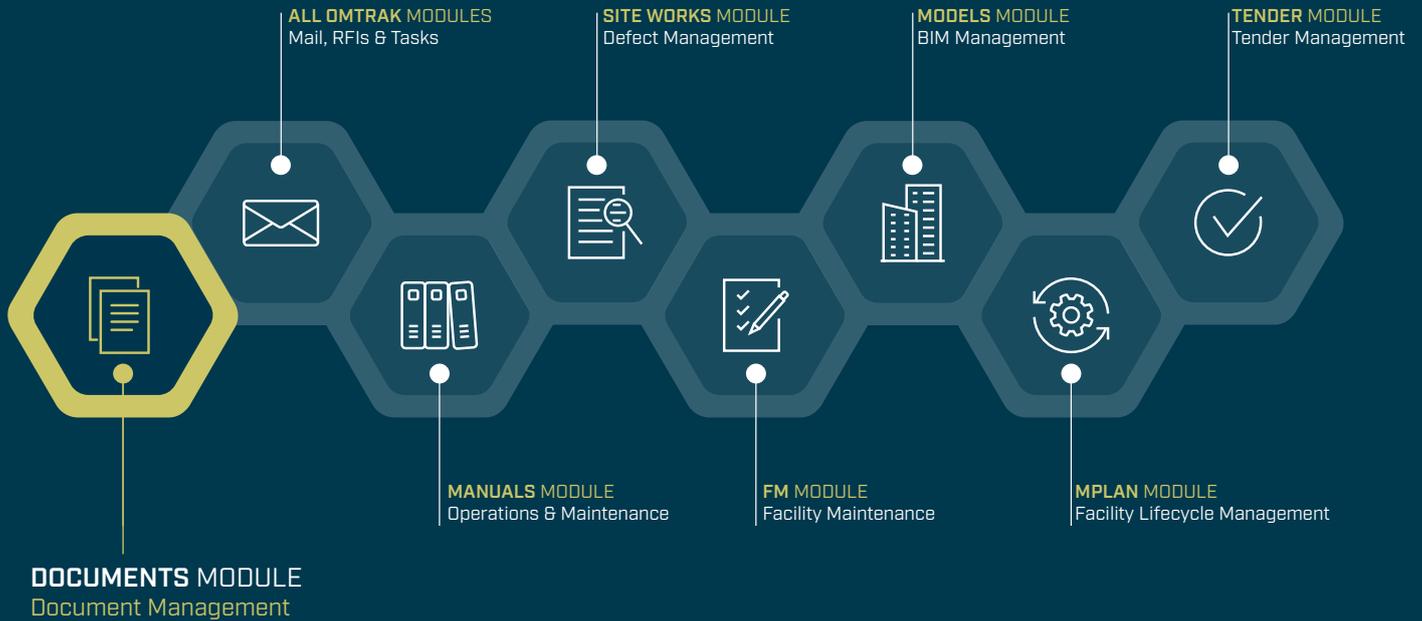
Long-Term Value

- **Economical Choice:** Choosing OmTrak is an economical long-term solution, eliminating the need to switch software throughout your project's lifecycle.
- **Unified Platform:** Keep all your documents in one platform, providing a unified and efficient workflow that enhances productivity and collaboration across project stages, from operations to maintenance.

Get Started with OmTrak

Reach out for a personalised demonstration or further information about our tailored solutions.

Choose OmTrak for Efficient, Secure, and Accurate Project Documentation Management

The Documents Module forms part of the OmTrak wider solution

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FM MODULE
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"The end results for our clients are real time, cost saving and reduced risk. With OmTrak, there are no surprises and no information gaps and gives everyone involved a complete journey of confidence."

STUART SMITH
Managing Director - WebFM

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