

OVERVIEW

EDRM

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encodian

WELCOME



Jay Goodison - Founder



James Sales - Founder

“Encodian was founded and is focused on the delivery of information and document management solutions, specifically addressing common use cases which cannot be easily delivered with Office 365 and SharePoint Online’s standard capabilities, aiming to ease our customers transition to the cloud, empowering collaboration, assuring regulatory compliance and enabling our customers to deliver digital transformation”

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MICROSOFT ISV & SERVICES PARTNER

INFORMATION MANAGEMENT

Office 365 | SharePoint | Flow | Power Platform | Azure

✓ Products

Our products build upon native Office 365 capabilities to deliver enhanced DM & RM solutions

✓ Services

In conjunction with our partners we provide end to end digital solutions.

✓ Consultancy

We provide Office 365 consultancy services for all aspects of Office 365.

✓ Support

Our support team provide support for all Encodian products and consultancy solutions.

Microsoft
Partner

 Office 365

 Microsoft
Azure

OUR TECHNOLOGY EXPERTISE

We are deep technical experts in Office 365, more specifically the collaborative services covering SharePoint, Teams and the Power Platform (Flow, PowerApps and PowerBI)



COLLABORATION

We help organisations to deliver digital transformation through modern workplaces utilising Microsoft Office 365 and its core collaboration and productivity tools, SharePoint, Teams, Delve + more.



COMPLIANCE

Take control of enterprise information assuring regulatory compliance without impacting operational collaboration. Our team helps organisations to implement Office 365's compliance management tools to assure compliance and assess organisational risk



AUTOMATION

Using Microsoft Power Platform technologies covering Flow, PowerApps, Forms + more, We help businesses to analyse business processes utilising an iterative and repeatable delivery methodology to deliver no-code, low-code and complex business applications quickly and cost effectively.



SECURITY

Information security is an essential element of any digital transformation project and our delivery methodology enables our customers to assure their cloud environment is protected from data loss, illegitimate access and malicious activity



EDRM KEY FEATURES

'EDRM' – Electronic & Document Records Management for Office 365

Our 'EDRM for SharePoint, Teams and Office 365' solution enables documents and records to be automatically and contextually stored, simplifying an end user's ability to locate all information pertaining to a specific context (HR Case, Project, Mortgage Account, etc.) through SharePoint and Teams

Configurable Case View

Present documents in a configurable and structured context, allowing a user to explore records relating to the context.

Search & Refinement

Enable users to quickly find relevant documents in cases, through 'Free Text' search and configurable search refiners.

Annotation & Redaction

Users can create personal and shared annotations and even apply redactions through selection or search.

Complex Retention Schedules

Encodian EDRM adds support for complex retention schedule rules which cannot be served by the standard Microsoft offerings.



HTML5 Document Viewer

Our HTML document viewer allows users to view 70+ different types of files without needing to open within the client application.

Automatic Document Filing

Assure that documents are consistently filed in the correct location using the configurable metadata document routing engine.

No-Code Integration

Automatically attach business data to document metadata through no-code integration.

Audit & Reporting

Our advanced audit engine captures all user and administrative actions enabling advanced reporting.

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