



DocHawk **by** Information Age Technologies, Inc. – A super-simple app to manage all your documents and certifications in one place.



DocHawk eliminates time and energy spent on keeping track of employee certifications and company documentation. Managing documentation has never been easier.

What is DocHawk?

DocHawk is a super-simple way to track all of your certifications and other company documentation for your team. It runs completely within the Microsoft Teams and Microsoft Outlook environment, making it readily accessible at all times but out of the way most of the time.



Why customers use DocHawk

- It's flexible enough to work in any industry
- It makes managing documentation faster and easier
- It provides prominent notifications of expired/expiring documentation

All-In-One

- Track anything from an employee certification to a vehicle inspection
- Receive notifications of expiring documentation
- Send email reminders of expiring documentation

Daily dashboard to quickly identify expiring certifications!

User Friendly

- Follow detailed guided setup tour
- Quickly link people and resources to appropriate certifications/documentation
- Term Dictionary for new users

Most organizations are up and running in 20 minutes!

Eliminate Risk

- Manage expiring certificates to avoid potential liabilities
- Eliminate paper trails
- Manage sensitive compliance documentation in-house

Stay up to date and eliminate expired certificate liability risk!

Fantastic work done with excellent customer service experience! As your customer, we appreciate your work and service very much!

- Rong Zeng, Management Analyst, Port San Antonio

