KS DOCUMAN
a digital stockpile

Vision

Our focus is to collaboratively create technology solutions for profitable business.

MISSION

With the power of talent and innovation that our team brings on the table, we provide our customers with high quality, relevant and customized technological solutions, which are easy, economical and safe to use.

Challenges and need for the software

- ◆ Regulating/Governing bodies and organizations deal with huge amount of data
- ◆ Complicated to deal with manual data management system
- ◆ For instance, high commissions deal with visa-related massive pool of information
- ◆ Data access becomes difficult
- ◆ Highly critical information is prone to damage
- ◆ Searching and retrieving information is time consuming process because the old data is embedded deep down under huge pile of records

Introduction to **KS DOCUMAN** System

KS Infosystems has arrived with a cutting-edge technology that simplifies data process management, raises revenue and lowers expenditures; The KS DOCUMAN System.

- ◆ KS DOCUMAN provides solution for atomization of visa/passport process
- ◆ Converts the current and old data into electronic documents
- ◆ Provides tools to quickly identify and retrieve information when required
- ◆ Maintains security of information of national importance
- ◆ Makes the entire visa and passport management process hassle free and efficient
- ◆ Provides a secure, centralized document management system
- ◆ Assures data consistency and durability

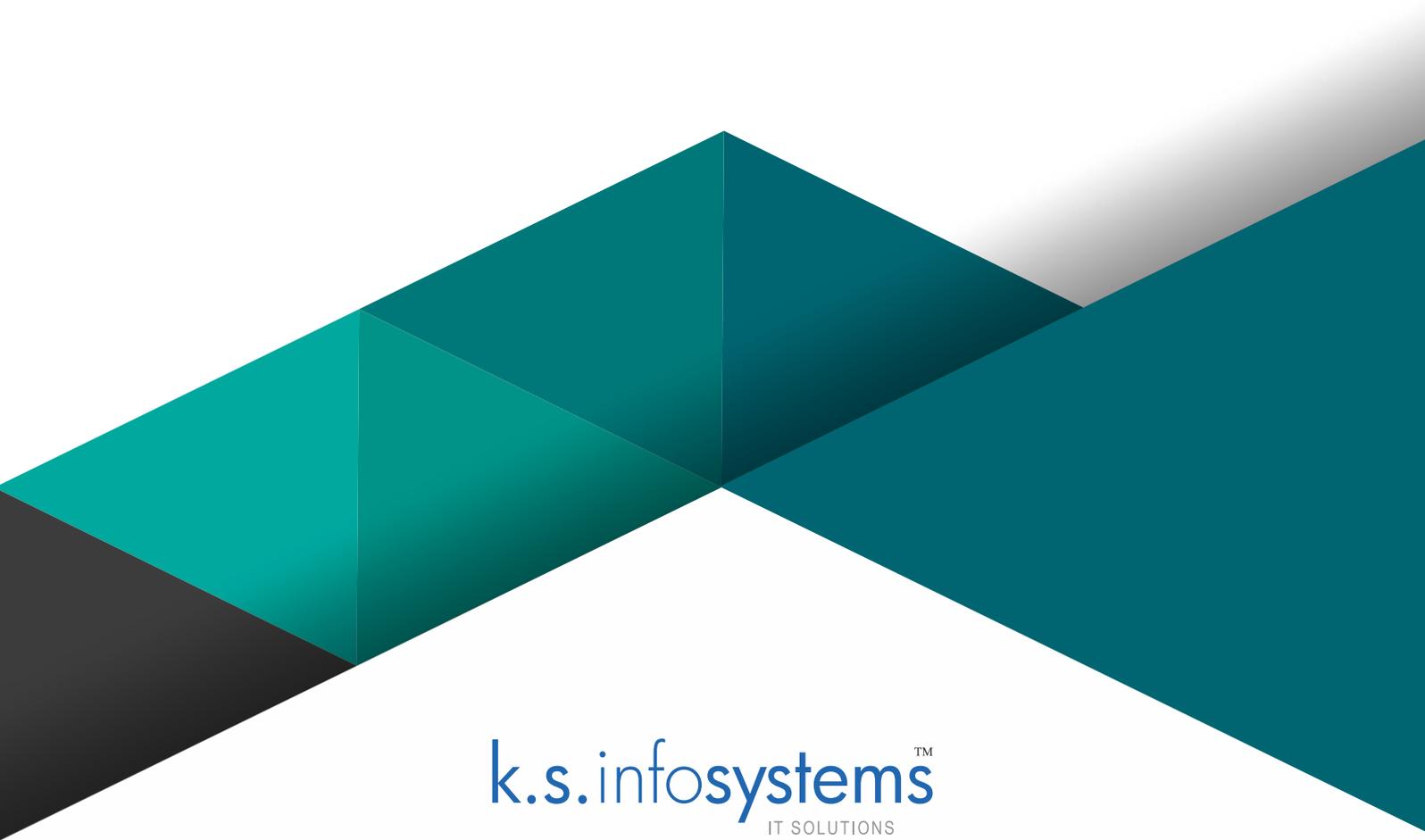# Process and Components of the software

- **The System consists of the database/application server which contains the data repository.**
- **Client applications running on the desktop can access the application server using local area network (LAN)**
- **KS will be responsible for the complete design of the ICT infrastructure**

Advantages that **KS DOCUMAN** System offers

KS DOCUMAN offers numerous advantages over the traditional manual visa processing system

- Automates the whole visa/passport process right from reception to approval
- Digitally approves the visa/passport application
- Allows printing of visa stickers
- Facilitates paperless records management
- Automated form processing/data capture (ICR, OCR, BCR, OMR)
- Provides Document Imaging Bureau Services
- Enterprise Content Management (ECM)
- Business Process Redesign, Automation, and Management
- Electronic Business Forms and Machine-Readable Business Forms
- Electronic and Digital Signatures
- Backups, Business Continuity and Disaster Recovery (BCDR)
- Digital Archiving
- Data stored can be retrieved and searched easily
- Offers various criteria to search the data
- System can generate monthly reports and summary of all the processed visas and their types
-

k.s.infosystems™

IT SOLUTIONS

KS INFOSYSTEMS PVT LTD

Plot No. 7, 8 & 9, Garg Shopping Mall, Sector 11(Extn),
Rohini, New Delhi, India - 110085
www.ksinfosystems.com | ksinfo@ksinfosystems.com
Ph: +91 11 4751 4751, +91 8130796164, +91 9818558080