Fast, consistent contract creation & automated workflow driven management

Smart, Standardised contracts with automated templated creation and workflow driven alerts

Contracts are a fact of everyday financial activity – from sealing new business to agreeing service levels with clients and partners. Yet so often these are managed on an ad-hoc basis, which differs between functions or departments. This is not only slow and inefficient, it also undermines corporate branding if the make-up and quality of contracts isn't consistent across the organisation.

Contract management solutions from SynApps address all of this while eliminating the risks associated with poor contract coordination. These might include the wrong terms and conditions or currencies being included, expiry dates being overlooked as a contract matures, or a missed business opportunity because the legal detail took too long.

Based on robust content management technology and intelligent workflow, SynApps contract management solutions enforce structure to the whole process of managing contracts, enabling smart content re-use of standardised clauses to maximise speed, efficiency and consistency. They provide a single window to all activity too, as well as timely prompts to ensure to keep everything moving towards rapid completion.

Our software also supports digital signatures and can be easily integrated with other business systems, making it easy for teams to view contract information from within other applications.

Clause Templates

Data Collection

Build Contract

Completed Contract

Internal Review

Client Review

eSignatures

Contract Exchange

Contract Template

Contract management solutions from SynApps:
key features & benefits

- Standardise and increase visibility of contract documents and activity across the organisation

- Generate even complex new contracts **in hours rather than weeks**, speeding completion of new business & access to new revenue while reducing the legal costs for reviewing contracts

- Regain control over accuracy and consistency via intelligent management and reuse of correct content

- Pinpoint & address any issues with contracts quickly & comprehensively

- Full version control, traceability and tamper-proofing, enabling a reliable audit trail – enhancing client confidence and ensuring regulatory compliance

- Easy-to-set parameters to meet legal document retention requirements

- Store and view contracts within a single central content repository (Alfresco), accessible from anywhere, with easy integration with other business systems – such as HR or sales/customer management applications

- Set up automatic notifications to prompt action as expiry dates approach

- Easy integration with DocuSign, so all parties can securely approve documents digitally, for immediate filing in a central contract repository

- Secure access to contracts from anywhere, eg via mobile devices

- **Flexible deployment** – our solutions can be run on premise or hosted in the cloud, providing options for all circumstances and budgets

- **Full service options.** We can help you with migration of existing contracts onto the new platform, an even provide a complete hosted, managed service.

About SynApps

SynApps Solutions is a widely respected independent expert in enterprise content management. We provide highly integrated solutions and services of exceptional quality, thanks to the deep skills and experience we have amassed over the last two decades.

Our customers, which span healthcare, government and commercial markets, are able to capture, manage and share knowledge dynamically and efficiently, with proven business and regulatory compliance benefits.

We provide software, consultancy, implementation and support services for leading ECM solutions, as well as our own content integration and migration solutions, ConXApps, which allow organisations to quickly maximise their investment in ECM technologies.

To find out how we could help your financial institution take advantage of standardised, workflow-driven contract management visit **www.synapps-solutions.com**