invantive composition

easily

compose

complex

documents

For:

invantive

Create complex documents quickly and reliably

With Invantive Composition you have a total solution for the composition of complex documents in Microsoft Word. Invantive Composition helps you enter and edit data and tables from a database or application easily. By filling previously created templates with data automatically, you can easily create complex documents that adhere to the law and regulations. You can edit the result from Word and save it in a Document Management System. This way Invantive Composition optimizes your information flow and yields you a cost reduction.

Invantive Composition optimizes the creation of complex or regularly needed documents within your organization. Through use of automation, flexibility and integrity Invantive Composition offers more grip on the communication. Your advantages in a nutshell:

✓ Optimization of the creation of complex and regularly needed documents.
✓ Filling previously created templates in Word automatically with data and tables from a database.
✓ Focus on your operational management, not the technology: without programming and without programmers.
✓ A shorter time-to-market for changing your operational management by decreasing the efforts of your IT department.
✓ Combine texts in a document with structured data.
✓ Find and save documents easily in a Document Management System or database.
✓ Obsoleted templates are a thing of the past.
✓ Less wrongly created documents and lower costs per document.
✓ Better security of company information.
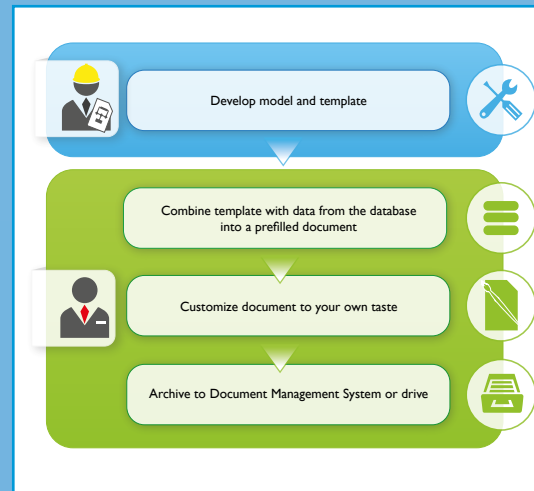
What does GuideOne say?

"Our paralegals would spend 4 to 10 minutes on each pleading to prepare it for the lawyers. Thanks to Invantive Composition our costs have gone down with 70% and we can grow faster in new jurisdictions. Without having to bother our IT staff, our paralegals can create their own templates in Microsoft Word."

Sam Waters
Assistant Vice President
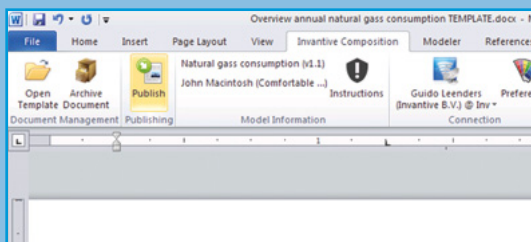*GuideOne Insurance*

GuideOne®
Insurance

Grip on complex business documents

Many organizations experience problems with the optimization of the information flow. Frequently it is a problem to compose complex professional documents in a quick and correct fashion, containing data from a database or an application. That way employees spend a lot of time creating documents - complex information can be very diverse and the rules for each document may be different, for example for each jurisdiction, or for contracts. Invantive Composition offers you grip on complex business documents.

Develop model and template

Combine template with data from the database into a prefilled document

Customize document to your own taste

Archive to Document Management System or drive

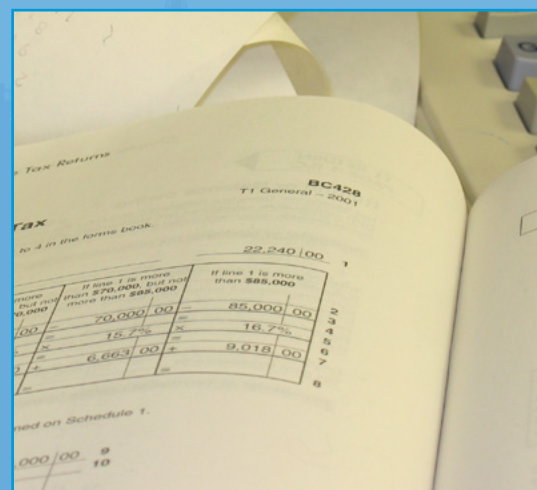## Easily compose complex documents in less time

This manual and repetitive activity causes more erroneously composed documents and brings with it unnecessary employee costs. For organizations that are dealing with different laws and regulations such as insurers, lawyers and health care institutions, the composition of correct complex documents is a costly and time consuming task. Invantive Composition is a complete solution for automatically creating complex documents that adhere to the law and regulations.
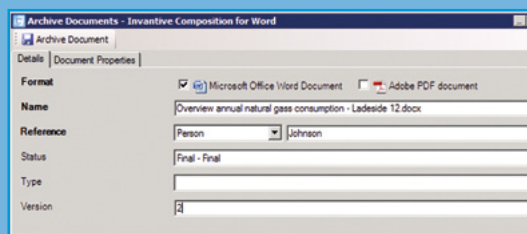
Entering tables, names and prices

Invantive Composition helps you retrieve information from your databases and applications easily and then process it into documents in Word.
Invantive Composition combines this information with your template. This means that you can merge data from your administrative system such as names and addresses, financial figures, contract documents, licenses and prices into a personal document and that you can edit this further.
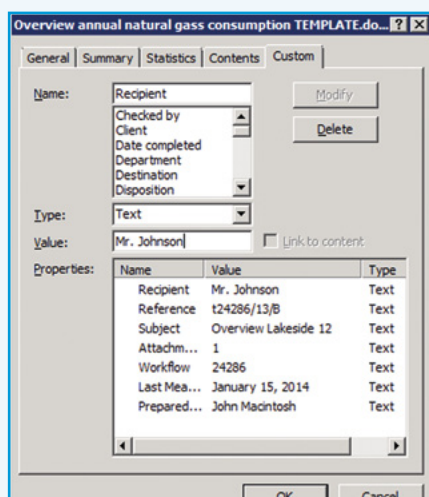
Archive in your DMS

The resulting documents can be archived directly from Microsoft Word into your Document Management System, such as SharePoint, IBM ECM or Invantive Vision.
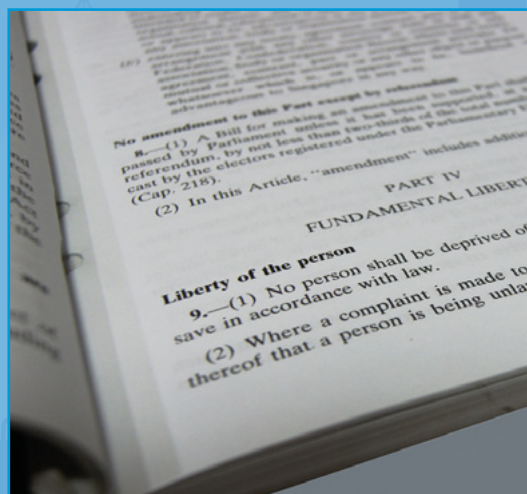

Automatically fill in document properties

Invantive Composition offers the possibility to automatically fill in document properties. These include reference numbers, case numbers, filing numbers or other related document properties that are important within your organization. This simplifies the search for specific documents in the Document Management System.

Simply add text blocks in the language of your choice

Invantive Composition makes it easy to insert previously written texts with one mouseclick. For example, there are constantly recurring texts in protocols or agreements within your organization. These can be included so that all employees use the right texts. This applies for text blocks in English as well as in other languages.
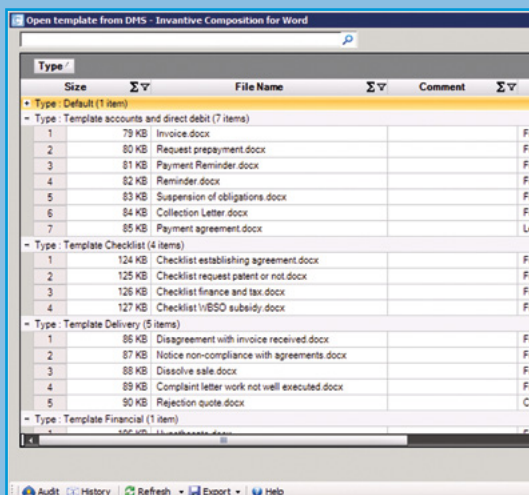
Get started immediately

For the use of Invantive Composition there is no specific knowledge needed because it is simple to operate just like Microsoft Word. Your experience with Word is very suitable for working with Invantive Composition. Therefore there is no need for additional training or a programmer.

The documents you create with Invantive Composition are also usable without the application after they've been created. The recipient of these documents therefore does not need to have Invantive Composition.

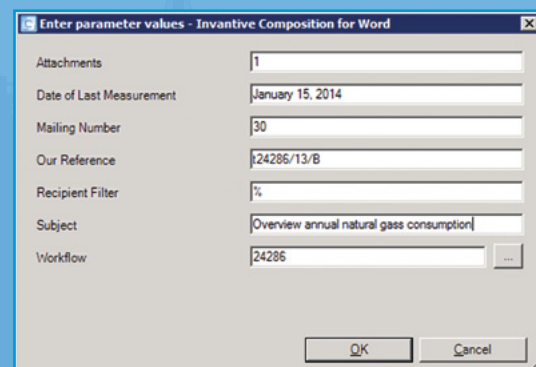## Obsoleted templates a thing of the past

The software ensures that within your organization, nobody works with outdated or obsolete templates anymore. Thanks to Invantive Composition all employees work in the correct and most recently approved template. Outdated, duplicate and obsolete versions are a thing of the past.

Invantive Composition improves the efficiency and reduces mistakes and costs in the creation of essential business documents.

Simply choose the desired data

By choosing specific parameters like names and references during the merging, Invantive Composition can merge all data from the database about a person, case or project in the document at lightning speed. This does not just save time but also employee costs since you no longer have to enter the data manually.

By re-using the same data over and over your customers will notice that your company always communicates in a consistent and reliable way.
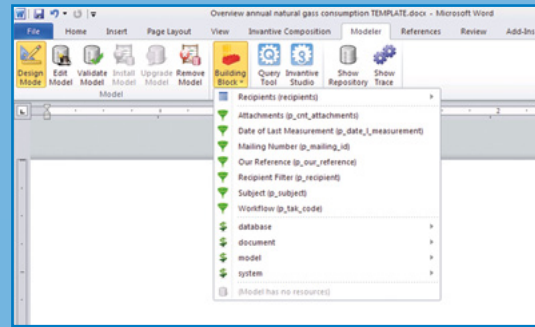
Personalization in Microsoft Word

You continue working in Microsoft Word after the data have been merged with the template into a document. With Invantive Composition you are equipped with an integrated ribbon in Microsoft Word. The ribbon allows you to personalize the document and complete it with all possibilities that Word offers.

Invantive Composition does however offer much more possibilities than Word. For example, in contrast to letters created in Word using mail merge you can personalize more than just the salutation and there is the possibility to insert tables.

Improved security of company information

Invantive Composition makes it easy for you to edit, share and store the documents from any location and secure it with access rules. Invantive Composition allows you to determine in advance which information can be viewed or edited by employees. This also applies to the various templates. With the following result: an improved security of your company information and at the same time correctly created documents.

Example applications

You can, for example, use Invantive Composition for the composition of:

General	Insurer	Lawyer	Real Estate	Engineer	Sales	Notary
Contracts	Insurance policies	Advocates notes	LTMP	Feasibility studies	Catalogs	Contracts
Complex manuals	Protocols	Deeds	Permits	Calculations	Price Lists	Deeds
Multilingual documents	Serial letters with tables	Statements of objection	Deeds	Permits	Serial letters with tables	Articles of association
Serial letters with tables	Calculations	License contracts	Protocols	Contracts	Tenders	Wills
		Labor agreements	Contracts	Technical reports	Assignment confirmations	

Editions Invantive Composition

Functions	Word	Free	Midrange	Enterprise	Global
No programming skills needed	✓	✓	✓	✓	✓
Use published documents without Composition		✓	✓	✓	✓
Easily enter correct parameters		✓	✓	✓	✓
Simply add facts from databases and applications		✓	✓	✓	✓
Templates from file system or website		✓	✓	✓	✓
Invantive Query Tool		✓	✓	✓	✓
Easily convert existing templates		✓	✓	✓	✓
Microsoft SQL Server, Oracle MySQL	✓	✓	✓	✓	✓
Oracle RDBMS, IBM DB2 and other			✓	✓	✓
Easily fill tables with database data			✓	✓	✓
Invantive Webservice			✓	✓	✓
Microsoft Active Directory authentication			✓	✓	✓
Templates from standard DMS or own DMS provider				✓	✓
Automatically fill document properties				✓	✓
Archive in DMS				✓	✓
Documents in multiple languages from one template				✓	✓
Central management of templates and models				✓	✓
Simply add facts with own providers				✓	✓
Extendable with plug-ins, own authentication and cache				✓	✓
Maximum number of templates and rows		10	Unlimited	Unlimited	Unlimited
Included languages		1	1	2	All

This is what you gain compared to Microsoft Word

Available in 11 languages!

Always fits within your infrastructure!

Cloud

Hosted

Rental

Buy

Partners on the backside of this brochure →

About Invantive

Invantive specializes in software solutions for companies acquiring and executing projects since 1992. We deliver software solutions for real estate, finance, banking, landscaping, technology and information technology industry.

Our experience in project and process management enables us to streamline and optimize repetitive processes. With Invantive as a partner you will have all the expertise you need to streamline your processes, reduce labor cost and create more business value.

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Other software by Invantive

Invantive Estate

Real estate software

Invantive Control

Control on Excel

Invantive Vision

Software for entrepreneurs

Partners

Twinfield

King BUSINESS SOFTWARE

eniac

Microsoft Partner
Silver Application Development

UNIT4 BUSINESS SOFTWARE

= exact

reeleezee®

Reseller

OEM
ORIGINAL EQUIPMENT MANUFACTURER

Agent

MADE IN HOLLAND

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