shareflex®
CONTRACT ONLINE

CONTRACT MANAGEMENT BASED ON MICROSOFT 365 & SHAREPOINT ONLINE

Shareflex Contract Online helps you to keep track of your contracts, always and everywhere. Whether tailor-made or ready2go — we will find the most suitable solution for your processes.

User-friendly, safe and efficient

portal systems

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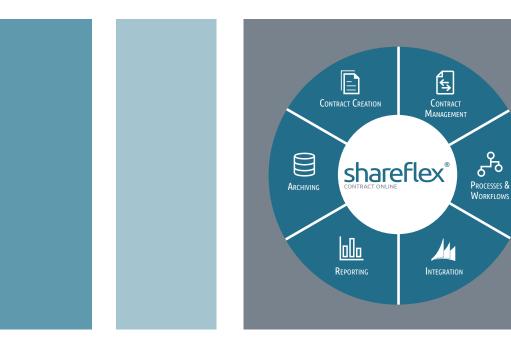
FLEXIBILITY AND OVERVIEW

Shareflex Contract Online helps your company manage contracts in a structured and secure way - regardless of the industry you are in.

With Shareflex Contract Online and its integrated modules, contracts can be managed securely and efficiently throughout their entire life cycle.

Via „Scan & Recognition", contracts can be read in and digitalised quickly and easily. Deadlines and cancellation dates can be calculated automatically and tracked via integrated email notification.

Shareflex Contract Online is a preconfigured standard application for professional, cloud-based contract management.

The product standard already includes eight different contract types. Also included is the integrated workflow management system Shareflex Flow, with which rule-based and ad-hoc workflows can be defined and executed.

The system is available in German and English.

The solution is quickly deployed and integrates seamlessly into your existing Microsoft 365/SharePoint Online infrastructure. As a result, there is no longer any need to operate additional servers or IT infrastructure components. All created contract data and documents remain securely in your Microsoft 365 tenant.

Shareflex Contract Online is part of Shareflex ECM Online by Portal Systems and can therefore be easily and quickly extended with additional components, such as business, audit, idea, participation or quality management.

FEATURES: SHAREFLEX® CONTRACT ONLINE

CONTRACT CREATION

- User-friendly interface
- Convenient contract capture
- Scan and recognize
- Microsoft Office template management
- Automatic contract creation from meta data, external databases/ERP systems
- Optional use of text modules/boiler plates

PROCESSES & WORKFLOWS

- Rules-based and ad-hoc workflows
- Graphic workflow designer
- Freely configurable contract release and approval processes
- Automatic update of the key dates of cancellation

REPORTING

- Lists, groupings, sums
- Graphical views and diagrams
- Excel export
- Individual customization

CONTRACT MANAGEMENT

- Dates and deadlines
- Email notification
- Automatic key date calculation
- Creation of contractual relationships
- Flexible search via meta data and full text
- Integrated document management
- Permission management
- Business partner management

INTEGRATION

- Contract files in Outlook
- ERP integration (SAP, Microsoft Dynamics (365), ...)
- Integration in Microsoft Teams
- Master data adjustment
- Integration of third-party systems

ARCHIVING

- Audit-proof archiving

CONTACT

PORTAL SYSTEMS AG

Frank von Orlikowski
CEO & Sales

Phone +49 40 226040 - 12

Email: fvo@portalsystems.de

WOULD YOU LIKE TO LEARN MORE ABOUT
OUR FLEXIBLE BUSINESS APPLICATIONS FOR
SHAREPOINT ONLINE & MICROSOFT 365?

Contact us:

Portal Systems AG
Fischertwiete 1, Chilehaus B
20095 Hamburg

Phone +49 40 226040-00
info@portalsystems.de

www.portalsystems.de

portal systems