

NextDocs

Promotional Materials Management

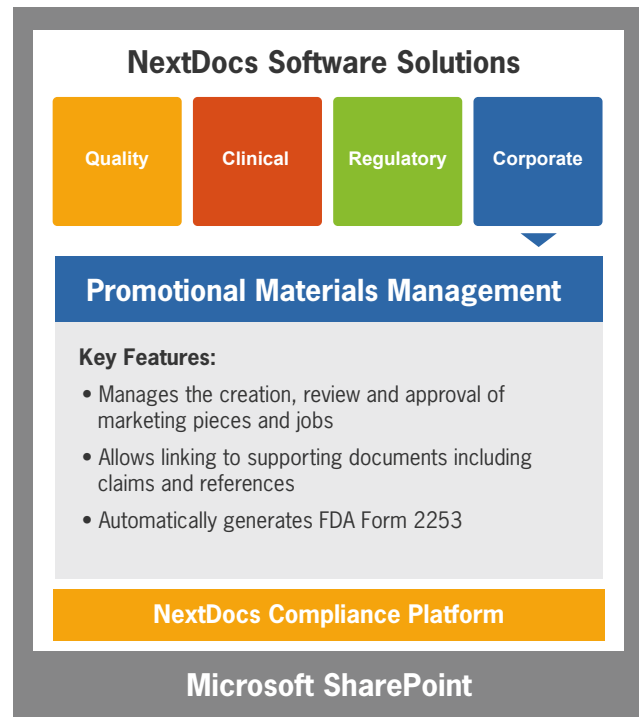
A Complete Solution for Review, Approval and Management of Marketing Materials

The NextDocs Promotional Materials Management solution connects outside agencies, marketing teams and regulatory reviewers in a streamlined process to get marketing materials reviewed and approved faster.

With built-in workflows for routing marketing pieces and jobs for review and approval, the NextDocs solution reduces delays and logjams in the process. Participants are notified at each step in the process, and administrators can track the flow of jobs and pieces, collecting throughput metrics and resolving delays.

Supporting materials such as studies and claims can be attached to the piece, creating a complete packet for reviewers and approvers. And those same supporting materials can be managed in a library for reuse across multiple marketing pieces.

The solution also creates submission forms such as the FDA Form 2253 automatically.



Key Benefits

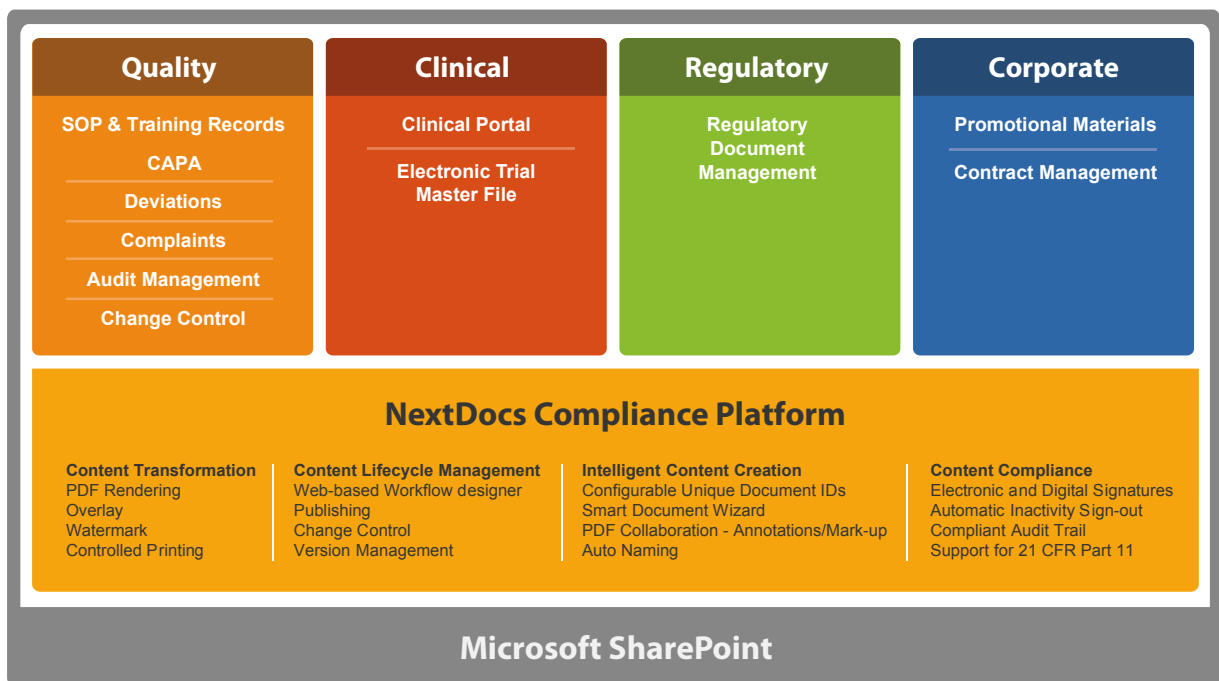
- ✓ Avoid delays in the review and approval process by tracking every item through every step
- ✓ Reduce costs associated with interactions with outside agencies, such as courier costs
- ✓ Improve the quality of the review process by ensuring the most up-to-date supporting materials accompany each piece through the review and approval process
- ✓ Collect process metrics and improve the total process time through standard monitoring and tracking reports

The NextDocs Difference

Compliance without Complexity

The NextDocs Compliance Platform includes a comprehensive set of features that addresses all ICH, FDA, EMEA, and MHLW regulatory requirements. It is built in and fully integrated with the Microsoft SharePoint Server framework.

SharePoint's familiar user interface and seamless integration with Microsoft Office applications provide an easy-to-use environment for users. NextDocs software solutions install directly into the Microsoft SharePoint environment, extending rather than replacing familiar document management processes. The result is faster deployment, higher adoption rates and far lower costs than alternatives based on legacy platforms.



- Real-time Adobe PDF conversion triggered by document state change or workflow step
- Controlled document management including configurable application of watermarks & overlays
- Full lifecycle management of the document from inception to obsolescence
- Flexible and powerful process automation tools for change management, document review, and approval
- Check In/Check Out controls to prevent documents from being overwritten
- Version tracking with major and minor versioning, version history and previous version restoration
- Configurable document numbering
- Metadata tagging automatically sets document properties
- Folder templates that allow all or part of a folder structure to be replaced
- Electronic/digital signatures that address all regulatory requirements
- Audit trails that provide a detailed log of every activity performed in the system

