FileDirector®
Document Management System

MailStore

Capturing Information

FileDirector MailStore is a system for capturing incoming and outgoing email traffic. Statutory provisions can require that the digital dialogue with business partners must be archived for a longer period. If automatically generated emails from order systems are relevant e. g. for business processes, these can also be archived. Fax systems which are addressed via a Mail server, are also integrated into the document management system.

The Process

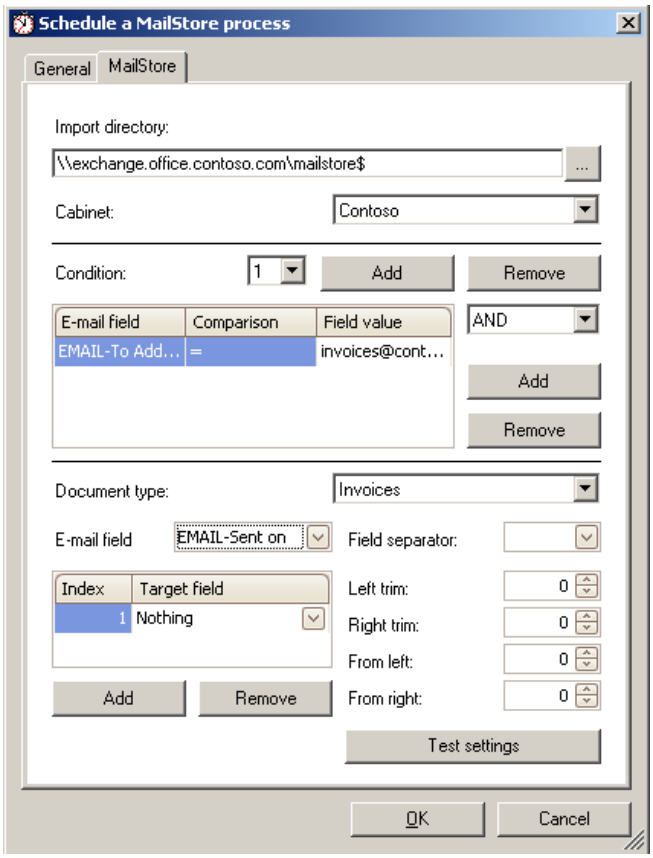
FileDirector MailStore can be linked easily to your existing Microsoft Exchange environment.

In addition, a connection to your particular mail server system is possible via a universal interface. The sequence of the MailStore service is defined by the administrator (usually before anti-spam and after virus protection solutions). Here any already set filter rules can be used.

FileDirector automatically stores scheduled emails. All relevant email fields (sender address, receiver address, receiver and sender name, subject, time stamp and many more) are processed.

The access to the emails is defined by user rights. They can also be transferred to the integrated process management for further processing. The emails can be viewed either by the integrated Viewer or by the email program already installed. Emails can then be searched by defined index criteria.

Get Your Emails into the system quickly and easily.



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