

# ProOffice

## SAP Solution – DMS MS Office Integration



### PRIMARY FUNCTIONS

Documents updated in the process with ProOffice are the basis for conversion to neutral formats, e.g. PDF, via the SAP conversion interface. Inspection and approval processes on the document originals and the neutral format can be recorded with corresponding data on date and name or issuer, inspector and approver.

- Data transfer controlled by status or process
- Data synchronization via Microsoft Office document properties
- Simplified data maintenance
- Ensuring data consistency
- Customer-specific extensions can be implemented

### Functions

- Status and process controlled data transfer
- Status-dependent SAP data fields (date and user for document status)
- Support for Microsoft Word and Microsoft Excel with Office Open XML format
- Data synchronization is process-safe via Microsoft Office document properties
- Standard support of over 20 SAP data fields for data exchange (e.g. document name)
- Customer-specific extensions for additional SAP data fields can be implemented using customer exits
- Can be used in Citrix environments

### Advantages

- Efficiency increase in the use of SAP DMS through simplified data maintenance
- Status and process controlled data transfer
- Server-based or on the front-end
- No interfaces or peripheral systems necessary
- Meets document control requirements
- Secure data consistency, since SAP is the leading system for all relevant data
- Low effort for changes to template documents
- Fully configurable solution

### Properties

- Customizing environment for extensive configuration
- Integration with other ProNovia products possible
- Business add-ins for customer-specific extensions
- Detailed documentation in German and English

### PRODUCT FACTS

ProOffice enables the automatic, status- and process-driven transfer of data from SAP master data to Microsoft Office documents. Thanks to the automatic updating of documents from the leading SAP system, redundancies are eliminated and consistent data is guaranteed. The automatic update takes place directly on the SAP server.

Increased efficiency when using SAP DMS, assured data consistency and extremely low effort for changes to template documents: ProOffice enables data transfer from SAP master data to Microsoft Office documents and supports you thus in various work processes.



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