

Case Study AJS Builders



“Big Business Processes, Small Business Flexibility”

AJS Builders

AJS Builders Pvt. Limited AJS Builders is a leading real estate developer in India. It is a registered company having a vast experience in Real Estates in India as well as abroad.

AJS Builders as an organization can be best envisaged as a creator of man made social infrastructure, where modern life blooms, in collaboration with the environment. With a vision and foresight gained by past experience AJS Builders has a roadmap for future development of reality business. It proposes to drive its growth through focused concentration on developing integrated townships in tier II cities like Sonepat, Kaushambi and Indrapuram.

Acyutah Technologies

Business Practices

- Document Management Systems
- Workflow Management System
- Scanning Services
- IT Staffing
- IT Solution & Services
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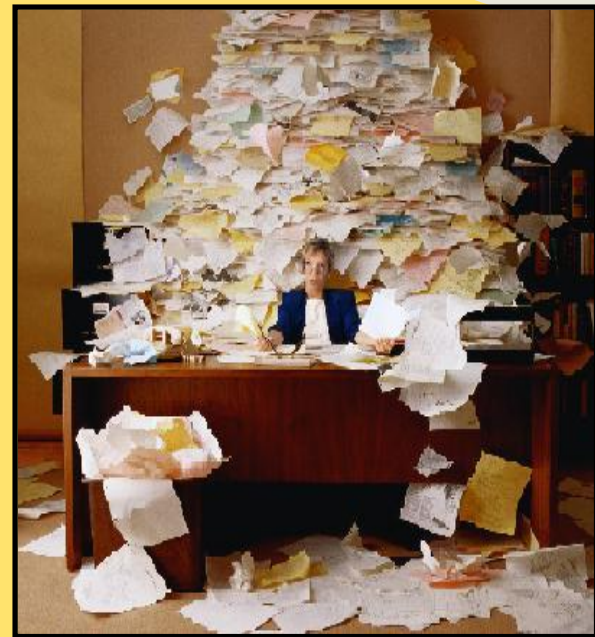
Challenges Faced By AJS Builders

AJS Builders develops real estate and sells it to its customers. For each customer the sale deeds and the property transfers records are maintained. Such customer file consists of 25 to 40 pages documents consisting of the Sales deed, Property transfer record, Payment details etc. These documents are very important and needs to be stored for the legal purpose as well as various departments need to refer to the documents for their internal functioning. Situations arise when different departments needs the same customer file at the same time.



Problem Statement

- Unable to share legal documents in different departments simultaneously.
- Lot of valuable space was used for storage of files.
- Paper documents were prone to damage with time, moisture, rodents etc.
- Retrieval of any related document from record room or even in the concerned section took a lot of time.
- Since paper based files/documents were accessible to each and every person, they are liable to be tampered
- The files/documents were physically moved from/to different locations and many a times the files were misplaced.
- Sharing of documents between different departments was a big problem as paper based documents could not be shared simultaneous between various users.



Acyutah's Solution

With Acyutah Technologies's Document Management Software, **FineDocs**, AJS Builders were able to automate manual record keeping process. By installing **FineDocs**, they were able to create a centralized repository of all their digital documents.

Hard copy customer's files were converted into digital documents by scanning and further they were moved to the record room. Digital documents were then uploaded in the server. Proper access control and rights were defined for each document. This way security was taken care. Concerned departments/users were given username and password by which they could login and do the necessary operations on the documents.

All Unauthorized access to documents is restricted using the intensive security policy incorporated in FineDocs.

Benefits to AJS Builders

- They are now able to retrieve the required documents from a single point within the organization from multiple locations at a same time under a secure environment.
- A Less-Paper Office. They were able to utilize the same space for the core functions instead of storing records.
- All documents were easily available within seconds at the click of the mouse.
- Document Duplication costs were reduced over by 90%.
- Reduced paper volume and costs, allowing staff to process by exception and become more analytical.
- Sharing of files between simultaneous users was possible.
- Extensive Audit Trails for monitoring.
- Security and Integrity of documents are maintained.
- Disaster Management – A copy of all records are now available in CDs/DVDs.

FineDocs

Acyutah came up with its proprietary product, the **FineDocs - Document Management Solution**. **FineDocs** was developed with the concept of building a software package to automate the entire documents handling activities in an organization.

Documents are digitally archived in **FineDocs** system for quick retrieval and wide scale distribution. It is designed for rapid deployment with high levels of scalability. User accesses on documents are based on individual rights. This comprehensive solution manages all documents throughout their lifecycle as per business rules.