

## DocuWare Mobile

### Product Info

## Mobile Document Management

The latest version of DocuWare Mobile features enhanced workflow functionality. Document-based workflow tasks are clearly displayed on the smartphone so they can be handled directly on the mobile device. This business app runs natively on iOS, Android, and Windows smartphones making the same functions and interface available to all users.

With DocuWare Mobile, you and your coworkers everywhere can now participate in business processes, quickly dealing with tasks, while you're on the go. Fast processing, for example, is particularly critical for invoicing workflows with tight payment terms. Discounts can only be claimed when invoices are approved on time.

In order to optimally coordinate workflows, DocuWare Mobile supports parallel tasks where a number of employees work simultaneously on different processes relating to a document. The workflow will continue with the next step only after all colleagues have performed their tasks. DocuWare Mobile also applies substitution rules so that workflows don't stall. If an employee is on vacation, a task is automatically assigned to another colleague.

You can find more information on workflow functions in the data sheet for [Workflow Manager](#).

### Benefits

- Mobile access to workflows keeps business moving forward
- Convenient access to information in the document pool
- Substitution rules eliminates bottlenecks
- Central overview of search dialogs and lists
- Simple setup via QR code
- Research in the Document-Pool from outing

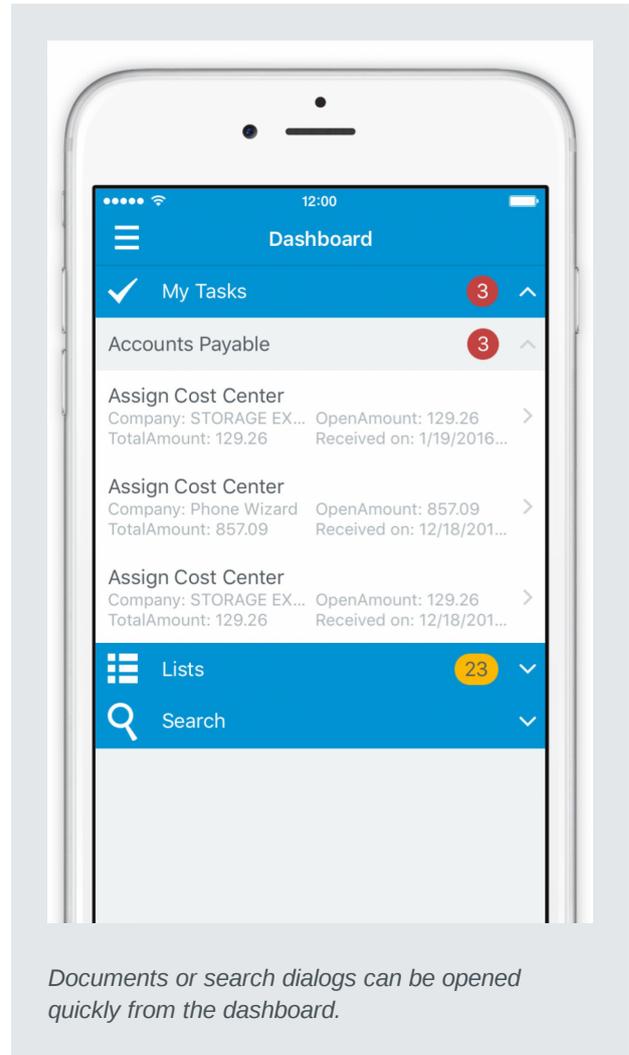
# Searching and Storage in DocuWare Mobile

In DocuWare Mobile, you can use all the tried-and-true functions, from searching in the central document pool to storage of digital documents from any app. Let's assume you'd like to immediately share a scanned document with your coworkers. To do this, save the scan using the "sharing" function of the app directly in a file cabinet or document tray. You can index the document manually or use a template for automatic indexing.

## Convenient Setup and Operation

DocuWare Mobile is now in its third generation. In continuing to develop the mobile app, DocuWare has incorporated customer experiences feedback which has constantly improved its user-friendliness. The new DocuWare Mobile features a dashboard that clearly displays all current tasks. Associated documents can be conveniently retrieved from here and processed. As with the Web Client, stamps are also available. They can be set in the document automatically or manually.

The mobile app is connected with DocuWare in a matter of minutes. After installation, start DocuWare Mobile and scan the QR code in the main menu of the Web Client. The connection details are automatically saved. You will still need to enter your password for security reasons. Then, your task lists and search dialogs will be shown in the mobile client.



## Three Platforms – One App

DocuWare Mobile runs natively on iOS, Android, and Windows smartphones. The scope of functionality is the same on all platforms. The interface is largely standardized though it takes into account some platform-specific, common operating concepts. This ensures acceptance of the app in the company, regardless of the device used.

DocuWare Version 6.0 or later and a license is required to use DocuWare Mobile. DocuWare Mobile supports workflow tasks with DocuWare Version 6.8 with installed Hotfix Pack 25. DocuWare Mobile runs on smartphones with operating systems from iOS 8, Android 4, or Windows Phone 8.1.

## Development of Mobile Apps – Timeline

Mobility has been a high priority for DocuWare GmbH for years. Mobile access to file cabinets and business processes are just as much a focus as capturing and organizing digital documents:

2011: DocuWare Mobile for Apple iPhone

2012: DocuWare Mobile for Android as Web App (HTML 5) and DocuWare Mobile II for iOS

2013: DocuWare Mobile for Windows Phone 8

2014: PaperScan: DocuWare scanner app

2014: PaperOrganizer: Structured online storage

2015: DocuWare Hub: Storage in DocuWare from every app

2016: DocuWare Mobile – Redesign with new interface and expanded workflow functionality.

## Download links



You can download the app for free from the different app stores.

- [Play-Store](#)
- [Apple-Store](#)
- [Windows-Store](#)



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