



AMIG

Turn to effective
records solutions



Ariane Lightfoot

ARIANE Lightfoot

New Records Management platform
for small office, SMEs and Key
Accounts departments

AMIG – Who are we?



AMIG creates paper and electronic records management solutions for public and private sectors

ABOUT US



More than 20-year **experience** in records management and archiving



> 60 business customers in public sector, finance, healthcare, industry and services



Innovative and fully operational **solutions**



Strategic partnership with computer technology experts (Windows, Oracle) and equipment suppliers

OUR CLIENTS



Application based on the key elements of Records Management



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- ✓ A simple and user-friendly tool for managing a **limited amount of records** (300 – 3000 Mi).
- ✓ Possibility to create Records Units, ensure their transfer to one or several storage rooms, track access demands and respond to them, destruct Records Units at the end of life cycle.
- ✓ **Complete autonomy** in terms of settings, editing, statistics and organizing storage space.



Technical architecture



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100% MICROSOFT ARCHITECTURE

Platform



Database



Server Web IIS



Standard
OWIN



Integrated
Windows
Authentication/L
DAP Active
Directory



Software Licensing or Saas



Ariane Lightfoot is available in two versions:

- 1) **On site installation** – so called “On premises” – with the purchase of user licenses. Technical environment (physical or virtual server, database, operating system) is the customer’s responsibility.
- 2) **Installation on Cloud** Microsoft Azure with software delivered on a subscription basis (SaaS – Software as a Service). Technical environment is provided by AMIG via Azure Platform with a subscription on Ariane Lightfoot.

PRICE – SAAS MODE

Front User

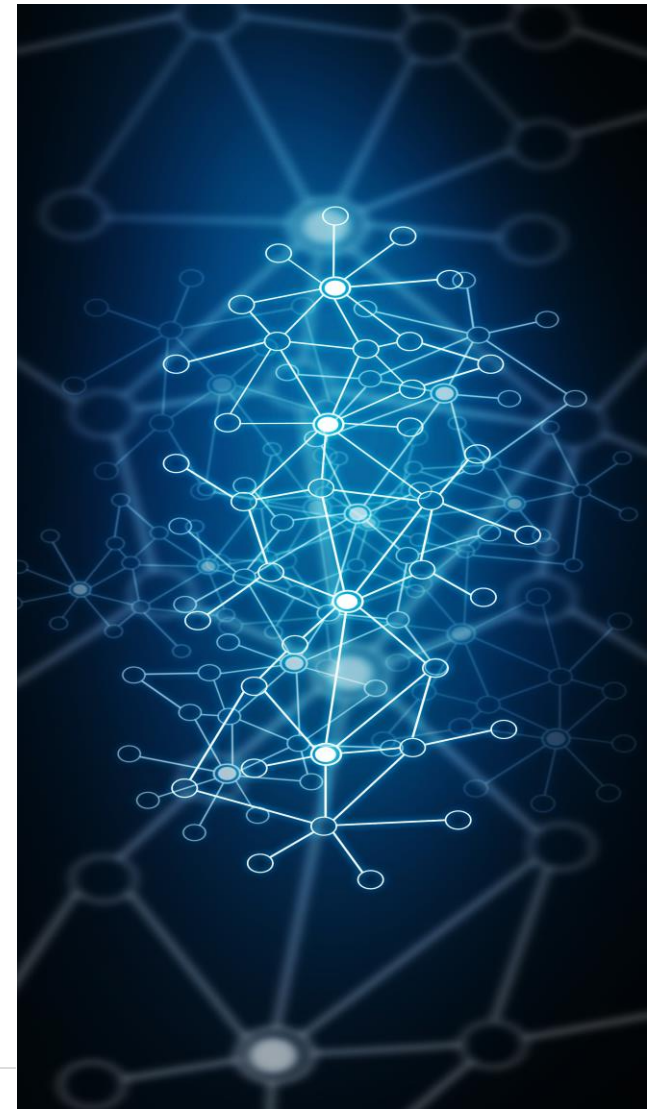
9,94€

per user / month

Records Manager

44,65€

per user / month



Functionality



FRONT USER

CREATION

- Create / modify/ delete a Records Unit (R.U.)
- Print a R.U. label (barcodes / QR codes)

SEARCH

- Simple search (Google-type search engine)
- Advanced search (multi-criteria)

COMMUNICATION

- Request to access a R.U. or a group of R.U.

RECORDS MANAGER

CREATION

- Create / modify/ delete a R.U.
- Print a R.U. label (barcodes / QR codes)

RECHERCHE

- Simple search (Google-type search engine)
- Advanced search (multi-criteria)

COMMUNICATION

- Request to access a R.U. or a group of R.U.
- Validate consultation requests
- Print a special form that substitutes a R.U. on consultation
- Restore a R.U. after consultation

RECORDS KEEPING

- Archive a R.U. specifying its storage place
- Print a R.U. label
- Modify a R.U. storage place

DESTRUCTION

- Preview a R.U. eligible for destruction
- Print destruction slips
- Validate destruction

ADMINISTRATION / SETTINGS

- Users, Applicants, Services, Activities, Types of documents, Conservation period, Reasons for consultations, Delivery destination

DASHBOARD

- Preview and set activity indicators (graphs)

STATISTICS

- Generate, preview, print, export various statistics

Examples of functionality



SEARCH

ARIANE Service Boîtes Communications Editions Administration Réervations(vide) Editions(vide)

Liste des Boîtes

Recherche simple Recherche Avancée

Taille de page: 5 Nouvelle Boîte PDF Excel

N°Boîte	Service	Début	Fin	Etat	Action
13	COMPTABILITE FOURNISSEURS - CONTRATS Contrats 2008 - Immeuble Rue de La Croix Nivert	01/01/2008	31/12/2008	EN COURS	[Ajouter] [Modifier] [Supprimer] [Imprimer]
12	COMPTABILITE FOURNISSEURS - CONTRATS Contrats 2015 - Immeuble Pierre Ier de Serbie	01/01/2015	31/12/2015	RESERVE	[Ajouter] [Modifier] [Supprimer] [Imprimer]
11	COMPTABILITE FOURNISSEURS - CONTRATS Contrats 2014 - Immeuble Pierre Ier de Serbie	01/01/2014	31/12/2014	ARCHIVE	[Ajouter] [Modifier] [Supprimer] [Imprimer]
10	COMPTABILITE FOURNISSEURS - CONTRATS Contrats 2014 - Immeuble Pierre Le Grand	01/01/2014	31/12/2014	ARCHIVE	[Ajouter] [Modifier] [Supprimer] [Imprimer]
9	COMPTABILITE FOURNISSEURS - CONTRATS Contrats 2015 pour Immeuble Pierre Le Grand	01/01/2015	31/12/2015	ARCHIVE	[Ajouter] [Modifier] [Supprimer] [Imprimer]

Affichage de 1 à 5 de 6 Boîte(s)

DATA ENTRY

ARIANE Service Boîtes Communications Editions Administration Réervations(vide) Editions(vide)

Modification

Veuillez saisir les informations de Modification de la Boîte, puis Enregistrer.

N°Boîte 14 [EN COURS] [ARCHIVE] [RESERVE] [SORTIE] [DETRUIT]

Volume 0

Service COMPTABILITE Activité FOURNISSEURS - FACTURES

Date de Début 01/01/2016 Date de Fin 31/01/2016

Saisie 21/04/2016 16:24:22 Versement

Destruction Prévue 01/02/2026 00:00:00

Descriptif SAS AMIG - Factures Fournisseurs Janvier 2015

Enregistrer

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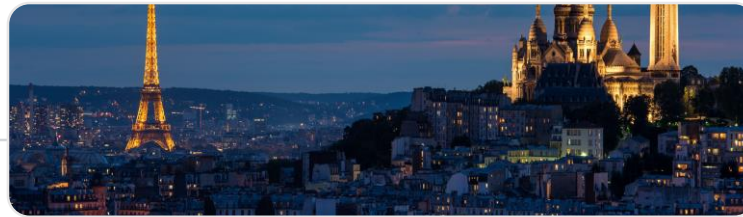
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