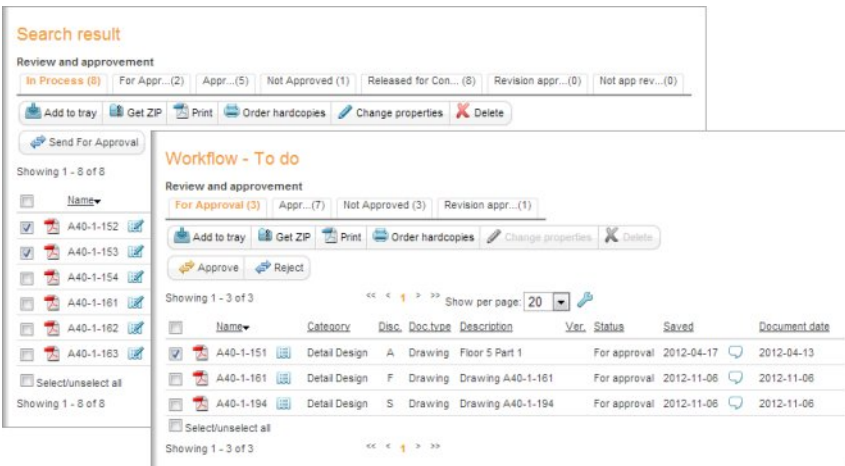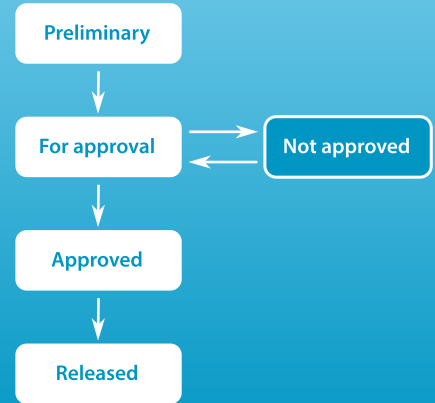# Streamline the review process for documents, while ensuring quality and saving time in the process with Workflow.

Workflow offers:

> The ability to review, approve and release documents

> A comprehensive overview regarding the current status of every document

> Restrictive settings to grant read/write access to files

> Tracking with details on all document activity

> A quality assured process that minimizes the risk of errors

> Diminished need for administrative overview

Apricon C3 Workflow

We all know that errors in planning can be very costly to fix during construction. With the optional Workflow program in Apricon C3 you can minimize the risk that incorrect drawings will be present on the construction site. Documents requiring further action are found in the "To Do" tab grouped under the predefined stages.

This process assures that documents have been thoroughly reviewed and all changes are clearly documented. The concise overview system allows selected participants to view a document´s progression through the audit process, until final versions are approved and made widely available.

Sounds interesting? Contact us today!

Files are guided through predefined stages where the document status and the read/write permission settings can be controlled. For example you can set the read permission so that documents may not be seen by project participants until they have been approved. Status and permission settings can be tailored to your specific review process requirements. The simplistic visual layout of a document's progression through Workflow avoids confusion for both consultants and project managers.