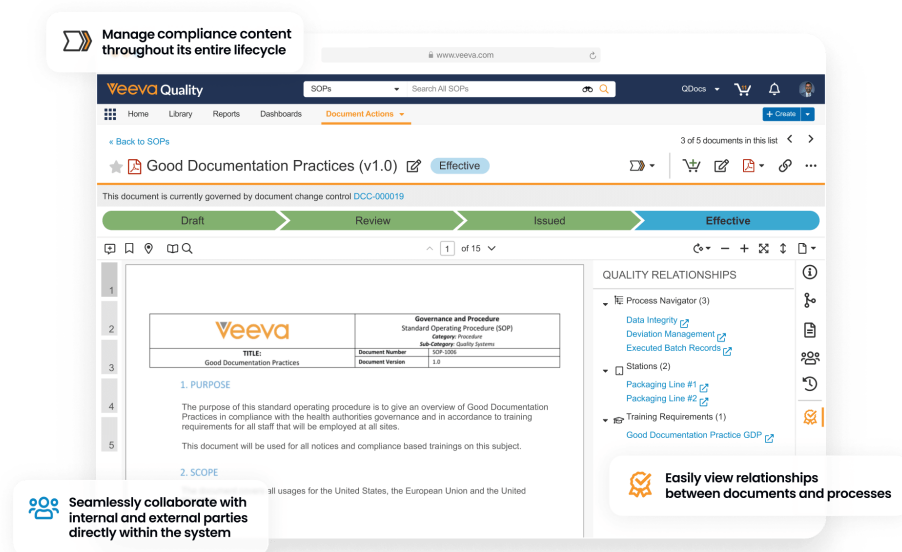


Secure, Efficient Compliance Content Management

Veeva QualityDocs is an industry leading document management application for employees and partners to author, review, and approve documents. The cloud platform makes it easy and cost-effective to provide all parties with direct access to a single source of truth, eliminating compliance risks associated with other means of distributing copies, such as email or FTP.

QualityDocs also provides greater visibility and control. Predefined lifecycles, document types, and workflows enable efficient document control processes. This helps users stay on task with approval, authoring, training, release, review and withdrawal processes. Compliance managers can monitor status and collect metrics using reports and dashboards to identify risks, bottlenecks, and promote continuous improvement.



Business Benefits



Improve quality and compliance

Demonstrate compliance with tracked reviews and approvals and automated workflows across the content lifecycle.



Accelerate user adoption

Intuitive, easy-to-use user interface drives adoption and efficiency. Access content anywhere, anytime, and from any device.



Enable audit readiness

Detailed audit trails and powerful search facilitate better audits and inspections.

Features



Flexible Workflows

Best practice workflows and lifecycles improve the authoring, reviewing, approving, issuing, superseding, and obsoleting of quality-focused content. Manage workflow changes with ease: add recipients, delegate tasks, and cancel activities even for in-progress workflows.



Real-time Collaborative Authoring

Seamless integration between Vault and Microsoft Office Online provides simultaneous authoring for real time collaboration.



Document Change Control

Easily manage the creation, revision, and retirement of associated controlled documents with Vault automating their coordinated release/obsolescence.



Reports and Dashboards

Report on overdue workflow tasks, upcoming periodic reviews, and requested document changes. Users and administrators can create their own reports, and share them with other team members, providing a comprehensive view of all content-related activities.



Streamlined Content Reviews

Use Vault's Version Comparison capabilities to automatically color-code and highlight changes in content between any two versions of a document, significantly speeding up reviews.



Watermarking and Overlays

Use dynamic overlays and watermarks to display relevant document, user, or access information, such as status or effective date, on a document's header, footer, or across each page.



Periodic Review

Automatically trigger review reminders for documents based on predefined rules. Easily determine the status of review tasks across the organization with real-time reports.



Signature Manifestation

Choose when and how to display the signatory's name, date, and reason for sign-off on content, including audio and video files, eliminating the need for wet signatures on hard copy documents.



Process Navigator

Visually navigate to content organized by process, resulting in a simplified end-user experience.



Controlled Copies

Control who can create document copies and take them outside of Vault. Track individual document copies' statuses in the field or during/after recall.

About Veeva QualityOne

Veeva QualityOne helps manufacturers deliver high quality products that consumers trust. The cloud-based platform unifies applications, processes and partners across content management, Quality Management System (QMS), and training.

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