



Document & Data Management

BMS offers a powerful workflow and sophisticated document and data management system that places all of your documents directly at your fingertips.

QuikDocs, the propriety document management system in CaseLink™, allows you to electronically store and manage your ECF documents and case files, as well as to find relevant documents with the touch of a button. No other document management system in the industry offers such comprehensive, easy-to-use features.

Additional Features Integrated ECF

QuikDocs automatically downloads and organizes ECF documents to allow you to review your most recent ECF filings or display documents filed at the court on a specified date.

Advanced Document Management

QuikDocs allows you to update, append, batch print and batch delete multiple documents at once.

Intuitive Search Function

QuikDocs organizes all of your documents based on criteria you preselect, to help you easily find documents. Simply type in the title or text of a document and the system will quickly display the results.

Multiple Document Functions

With QuikDocs, you can view documents, include details or comments, annotate PDF images, make additional copies for version control, print, delete and add documents. QuikDocs can even replicate a court docket report for all of your cases!

Benefits of QuikDocs:

- **Manage and Centralize Documents:** Store any type of file whether it be a PDF, a word processing document, a picture, or an audio file.
- **Save Time:** "Drag and drop" feature saves you time by moving multiple files with the click of a button.
- **Export Documents:** Offload your documents onto a CD for simple, space saving archival storage, or to review your documents anywhere at anytime.
- **Operate in a Paperless Environment:** Simplify your office by organizing paper documents, e-mails and other files directly into QuikDocs.

"QuikDocs, is so crucial that I assume all software vendors must provide some equivalent. And yet, many times, I am surprised to find out they don't. QuikDocs is priceless."

*Kelly M. Hagan,
Chapter 7 Trustee, Acme, MI*

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To learn about how QuikDocs can help you manage your documents and create a paperless environment, contact BMS at 800.634.7734, ext. 3, or bms@bms7.com.


Bankruptcy Management Solutions