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Librex Newsletter - April 2015

Hi Marc-Andre,

Here's the April edition of our Librex Newsletter, which has the goal of keeping you informed about various Librex best practices and presenting you some of our new features.

Restrict Administration Rights

We often find that our customers have a Librex "Administrators" group that includes a lot of users. This approach is dangerous and should be avoided because those users have access to all system functionalities.

The best practice would be to create administration groups that are better targeted. To help you achieve this, we've segmented administrator rights into three more specific permissions: "Administration - Business Logic", "Administration - Security" and "Administration - System Parameters".

The "Administration - Security" group should be the most restrictive has it allows the its members to add or remove permissions. The "Administration - Business Logic" permission should be granted to users in charge of your

documents and processes (records managers, business analysts, branch managers...), and the "Administration - System Parameters" permission should be given to your network and technical experts.

With this strategy, you'll eliminate some security threats while offering a simplified view to your different types of administrators.

Connect Librex to Your ERP System

Librex should be seen as a productivity tool for your various IT systems. Its capture and DMS functionalities can be a great add-on to your other applications.

The first integration to look at should be the one with your business management system ("ERP") because this is where your most important data is generally kept and this is where your processes are managed. The Librex-ERP integration becomes relevant when your users need documents as well as data to complete their tasks.

Two types of integrations are possible:

1. Your ERP system imports documents from Librex on-demand and generally by web service, either by adding a new button that opens Librex to the document that is required or by displaying the document directly in an ERP window (background importation).
2. If your ERP can store documents, a Librex smart connector can be used to automatically transfer them. In this scenario, the official version of the document is the one stored in your business management system.

Some ideas of relevant processes: accounts payable processing, work orders consultation, customer orders preparation, claim analysis, expense accounts approbation...

Thank you for reading our Librex newsletter. We appreciate your interest in our solution and invite you to contact us for any question.

We also invite you to follow us on Twitter or like us on Facebook to get all the latest news on Corium and Librex.

To consult the complete Librex documentation, visit our Librex Documentation Portal

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