

“The best thing for me is that it is really simple and straightforward. It’s so easy to use. You just scan your document in, and link it up.”

Maximus

DocManager Accounting Solutions

DocManager is a unique combination bringing together leading accountants and Ultris Limited, a Sage Development partner. This collaboration merges in depth knowledge of the business accounting domain and processes with the high technical skills needed to build and develop solutions for the Sage 50 market.

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...the integrated document management solution for Sage 50 Accounts



In light of changing business, legislative and compliance requirements, many organisations face a mountain of paperwork. This is an increasingly arduous administrative burden. DocLink for Sage 50 provides a convenient and efficient solution to these challenges.

Key features of DocLink for Sage 50

Designed by accountants, DocLink for Sage 50 adds document management functionality to Sage 50 Accounts, enabling users to store documents against accounting records in Sage 50, either directly from electronic files or scans of hard copies.

The system promotes efficiency and reduces costs by giving users a highly effective, purpose built document management system providing full visibility, access, retrieval and storage of documents associated with Sage 50.

DocLink for Sage 50 enables you to digitise and attach all types of documents to records in Sage 50 Accounts, such as:

- purchase invoices
- sales invoices
- purchase payments
- sales receipts
- journal debits and credits
- bank receipts and payments

DocLink for Sage 50 can be used in a multi-user and multi-company environment.

Benefits of DocLink for Sage 50

DocLink has been specifically developed to integrate with Sage 50 Accounts and provides a number of benefits to users. These include:

Making tasks easier

A whole range of tasks are made easier with DocLink, such as budgeting, accounts preparation and review, as all the information you need is at your fingertips. You can handle customer, supplier or audit queries much faster.



Once stored, documents can be retrieved and emailed at the click of a button, whether you are in the office or working remotely. You do not need others to get the physical documents for you, particularly useful when staff are away.

Greater visibility

DocLink allows complete visibility over what is behind numbers or individual transactions. You can drill down to locate supporting documents, ideal if you are in a supervisory or management role.

Efficient workflow

DocLink can be used to improve and facilitate business processes as it allows workflow and control of each type of document, for example approving supplier invoices or payments. You can see easily what stage each document has got to in the process. Documents can be annotated at each stage to record, for example, a query on an invoice that needs to be dealt with.

Improved compliance

DocLink for Sage 50 helps improve regulatory compliance, assisting you in meeting HMRC requirements.

Enhanced security and reduced storage

The risk of lost or damaged paperwork is minimised as documents are stored electronically and backed up with your Sage file. Electronic storage can help reduce the amount of physical paperwork in your office and ultimately reduce storage costs.

What next?

For more information on how DocLink for Sage 50 could benefit your business, please contact us using the details overleaf.



DocLink for Sage screenshots

