



The New Standard in Enterprise Content Management

SpringCM Solution Data Sheet

CONTRACT MANAGEMENT



Contract Management Best Practices: Delivered as an On-Demand Service

All your business agreements are captured in contracts, and managing these agreements effectively is a must. Managing contracts systematically helps reduce the sales cycle, decrease the risk of penalties and improve cash flow. But manually managing contracts can be tough, especially when they are highly negotiated across functions and third parties. Complex business networks, resource constraints in Legal and Finance and the time crunch at the end of the quarter create significant pressure.

KEY BENEFITS OF SpringCM's ON-DEMAND CONTRACT MANAGEMENT SOLUTION

- Rapid solution delivery – just a matter of days and weeks, not months
- Users focus on the business process, not the technology
- The easy-to-try solution makes it easy to obtain cross-functional consensus
- An affordable investment with upgrades included

SpringCM PRICING

- Per user, per month

SpringCM SECURITY FEATURES

- SSL: 128-bit RSA encryption
- VeriSign certified
- SAS 70 TYPE II-certified data center

ABOUT SpringCM

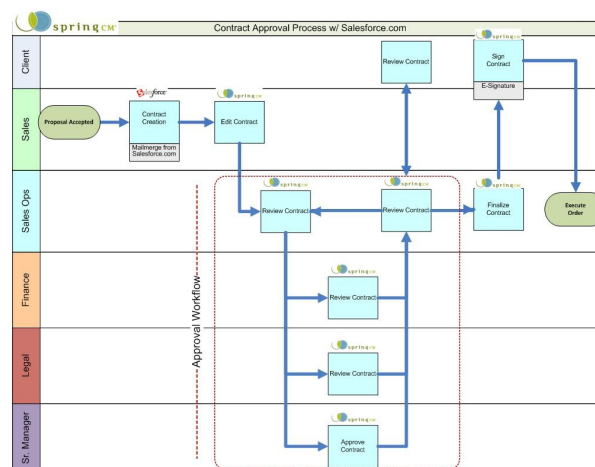
SpringCM delivers enterprise-class content management software as an on-demand service with fully integrated capture, document management and workflow.

NEXT STEPS

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SpringCM's Contract Management Solution maps out the entire process, even the exceptions, as the above example illustrates.

The on-demand configurable nature of the service is so easy that you'll be up and running before you could even put together an RFP for on-premises software.

The SpringCM Contract Management Solution includes key capabilities that help you implement a process from contract creation through contract approval and reporting. It includes a pre-existing template that's easily modified to reflect your business process. Most importantly, SpringCM allows you to implement an on-demand contract management solution quickly. The

Key Capabilities of the SpringCM Solution

Contract Creation:

- Create contracts from templates pre-approved by Legal or from templates provided by third parties
- Automatically merge key information in pre-approved templates
- Automatically select appropriate templates based upon key information like region, product or any other rule
- Create contracts directly from the CRM or ERP application of your choice

Contract Routing and Approval:

- Automatically route contracts to the appropriate person(s)
- Route contracts to different partners depending upon the type of contract – for example, sell-side vs. buy-side or based on any field value

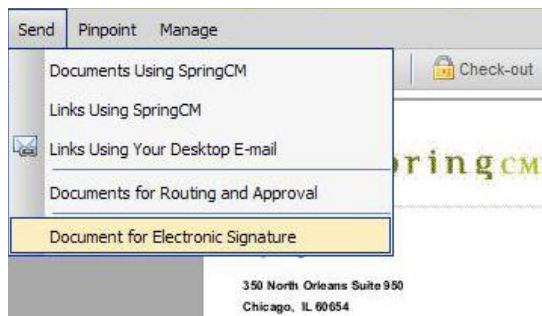
Best Practices in Contract Management

- Securely route contracts to people inside and outside the company
- Automatically capture contracts received via fax or e-mail
- Automatically alert appropriate users of pending actions
- Configure a Routing and Approval Workflow that maps out the specific business process

Contract Changes:

- Ensure users are working on the latest version thanks to automatic version control
- Find changes made by different users via automatic version tracking
- Capture changes made in MS Office documents automatically via WebDAV

Contract Signing:



Request for Electronic Signature saves valuable time in the contract-approval process.

- Automatically capture electronic signatures
- Automatically capture signatures sent via fax
- Automatically lock contracts upon signing

Contract Auditing and Reporting:

- Ensure compliance with policies and regulations via audit trails
- Discover when a contract was opened, modified or routed — and by which specific user(s) — in the audit trail
- Easily see the number of contracts by status and by amount

- Measure key metrics — like the time spent in each step of the contract management process — to identify bottlenecks

Integration with CRM and ERP:



View opportunity-related documents and create contracts directly within salesforce.com.

- Automatically merge data stored in salesforce.com objects like the opportunity, contact or account
- Trigger the contract-routing process from within the CRM or ERP application
- Automatically reflect changes in contract status in the CRM or ERP application
- Include secure Web services to streamline the integration with CRM or ERP applications
- Extend the content management platform capabilities to easily integrate with proposal management and other sales or procurement processes

“After choosing salesforce.com, I knew that on-demand software is the future. SpringCM got us working efficiently in less than a day with no hassle. The salesforce.com integration keeps everything centrally organized and saves account executives from learning another system.”

— Jonathan Charles, senior account executive, Sentinel Health Group

SpringCM SYSTEM REQUIREMENTS

- Internet Explorer 6 or 7; Firefox 2
- Expensive hardware - Not needed
- Expensive software - Not needed
- Expensive system administrators - Not needed
- Expensive upgrades - Not needed



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