

Real-Time Tracking

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Keep track of all documents, no matter their status or location

Track the real-time status of all documents in the approval or submission process, eliminating the need for endless follow-ups.



Monitor expected documents

Submitted documents awaiting return remain on your list, ensuring they stay on your radar. If they have not been returned by the expected date, DocBoss provides automated tools for follow-up.



Manage internal review

Awaiting the review of your team before making your submittal? Each step in a document's workflow is tracked, making it easy to keep tabs on outstanding work.



Maintain cancelled/voided documents

Documents which are no longer required on the project remain on your list for inclusion in reports (if desired), and all previous history is saved for traceability.

Improve your document management today

Book a [personalized demo](#) with one of our Product Specialists today to see how these features can be customized to suit your company's needs.

Or, check out our other features [here](#).
