



DESIGN 2 DISTRIBUTION

One single source for all project related documents

Canon

See the bigger picture

TECHNICAL DOCUMENT MANAGEMENT **MADE EASY**

If manual processes, legacy systems, and inefficient workflows are slowing you down or preventing you from maintaining full control over your projects, a simple solution that acts as a single source for all your project documents would benefit your business.



Every project is unique. A creation, an innovation, that started as a mere thought or may be a sketch.

However, one thing each project will have in common is the vast number of documents, people and processes involved in taking it from concept to completion.

Managing information coming into your business, sharing documents, and collaborating on projects needs to be seamless to allow you and your business the time to focus on the vital tasks.

Most importantly, the impact of not delivering the right information to the right people at the right time can be costly in terms of resources, money, and reputation.

REDUCE RISK. INCREASE EFFICIENCY. SAVE TIME AND MONEY.

Is it that simple? In the age of digital transformation, using a tailored application to manage your project drawings, maintenance manuals and communications, will allow you to focus on income generating activities whilst saving costs and reducing exposure to risk.

With the correct solution you can create, issue, store and retrieve information with ease.



“

“The D2D system provided by Canon gives us a really robust revision control system with a secure vault for managing our technical drawings and documents and eliminates the risk of working from the wrong revision. It’s simplicity and ease of use is a real benefit with 99% of new users able to make it function first time.”

Tulloch Homes Ltd

“The D2D system is a huge time saver for us. The permissions-based system means we can control who sees what, and that allows us to ensure we restrict certain users to only see the latest revision. The “never delete” policy gives us a full audit trail which is vital. We can’t imagine how other offices can do without it.”

Persimmon Homes



Reduce Risk

Are your current processes open to the risk of stakeholders working with incorrect or out-of-date information which can lead to reworks, project delays and penalties?

Having an automated, efficient workflow will ensure information doesn’t leave your organisation without proper approvals and the new information is issued swiftly.



Increase Productivity and Collaboration

How much time is spent manually collating and organising information coming into your business? Are you able to respond quickly to requests from colleagues or contractors?

With a centralised document portal that can be accessed anywhere, at any time, you can share large files quickly and easily, in various formats to various recipients. You can also manage your large matrix of suppliers, consulting partners and subcontractors and automatically generate certain documents such as fully populated issue sheets.



Improve Efficiency and Reduce Costs

Is valuable time wasted handling hard copy files, manually indexing, and searching for information?

These practices are unnecessary and can be costly in terms of people, time, and storage.

Automatically indexing scanned images and electronic files, and storing them digitally, ensures that information is readable, useable, and available to everyone who needs it will create more time and reduce these costs.



Secure and Controlled

Is your current filing solution open to unauthorised access? Can you easily track who has the information they need and whether they have acted on it?

With a secure document management solution, you can keep your information controlled with access permissions and a full audit trail of the document activity.

CREATE, ISSUE AND STORE WITH D2D

Design2Distribution is a document management solution tailored for project led industries. It's a scalable web-based application that provides fully audited, end-to-end process support that enables you to capture, process, share and store your valuable project documents.

D2D delivers a complete distribution workflow mixing paper and digital deliveries in a single operation. Designed to integrate with your existing email service to deliver notifications for users to download new documents and distribution sets, removing the pressure on your email infrastructure.



D2D-Capture

Project information, whether created internally or received from external partners, enters the business from various sources and formats.

D2D-Capture simplifies this process for electronic files and scanned images, leaving less room for error, and can be integrated with AutoCAD and Autodesk Revit.

It converts the information into useable formats and catalogues your documents in line with standard naming conventions, such as BS1192, via relevant metadata to enable the powerful search functionality and dependable revision control within D2D-Manager.



D2D-Manager

Rapidly search for and retrieve documents for reviewing, mark-ups, issue for approval or distribute to a vast number of recipients.

Collaborate effectively by accessing the information from anywhere, mark-up drawings and share with colleagues. Create efficient workflows and processes to maintain robust version control and ensure no information leaves the business without the correct approvals.

D2D-Manager seamlessly integrates with your wide-format printer, as well as electronic document sharing, so information can be issued in the desired format.



D2D-Vault

Securely store your documents with necessary permission controls and fully audited document trails.

Permission controls can be set at project level all the way through to individual documents to prevent unauthorised access. Every action that is performed is logged, so you can keep track of who received what, when and if it was downloaded.



D2D-Exchange

Quickly and easily transfer large files to multiple recipients in just a few clicks and allow contractors to transfer information back into your business with an audit trail.

Create pre-determined recipient lists based on project or trade and set their file format preferences. When information needs to be shared quickly, select the recipients and they will receive the right information, promptly, and in the format they want.

Canon

See the bigger picture

Canon Inc.
canon.com

Canon Europe
canon-europe.com

Canon (UK) Ltd
5 The Square
Stockley Park,
Hayes, Uxbridge,
UB11 1ET

D2D@cuk.canon.co.uk
canon.co.uk