



# UpsideContract

## Version 6.3 (V6.3) Highlights

### Overview

Take your business processes to the next level with UpsideContract Version 6.3. The application has been revamped to empower users to get where they need to go, quickly. Newly added or improved features in V6.3 provide immediate information and reduce the number of clicks for the user – in many cases, the information you seek is only one click away. We've significantly enhanced the overall look and feel and made V6.3 shine. The following features are included:

### Personal Dashboard

The Dashboard has had significant improvements and is now much more configurable and easy to use. It integrates saved views of Virtual Listings and allows users to tailor what information is presented. Navigation icons and links can be added to listings to provide immediate access to information. A Calendar control has also been added to show upcoming work and important dates for action items.

### Global Search Enhancements

The Global Search feature is now even more powerful with options including text searches of documents attached to contracts. Users also have the ability to disable "Fuzzy" searching in favor of exact text matches.

### Visual Workflow Display Panel

To compliment our already highly effective Workflow, we have added a Visual Workflow Display Panel throughout the application. Integrated with Summary Info, it provides immediate access to responses and the ability to navigate forward and backward through tasks.

### Approvals Via Email

To provide on-the-go contract negotiation, we have introduced the Approve via Email functionality. This option leverages a Guest Pass Token and does not require the approver to be a user in the system. Approvals are made possible on various mobile devices and virtually any platform supporting a valid browser.

### Version 6.3 Highlights

- User configurable Dashboard with integrated Virtual Listings.
- Calendar control to highlight upcoming work and important dates.
- Global Search enhancements to include text searches of contract attachments.
- Visual Workflow Display Panel integrated with Summary Info.
- Approvals are now possible via email (e.g. mobile, etc.).
- Virtual Listing Printing to multiple output formats.
- Reporting and BI upgrades to allow merging of Ad-hoc and Standard reports.
- Much cleaner look and feel along with one-click paradigm where possible

## Virtual Listing Printing

Our existing Virtual Listings provide customizable search configurations, grid configurations as well as sort orders. By adding Print functionality, we have created a new method of producing Ad-hoc reports. Multiple output formats are supported including HTML, PDF, CSV, RTF and Excel.

## Reporting and Business Intelligence

Upgrades to our Reporting and BI functionality allow the merging of Ad-hoc and Standard reporting to provide a more cohesive environment better quality reports that are easier to create. Better quality reports empower end users and facilitate effective reporting. Reports allow for drill through capability and built-in scheduling.

## Enhanced Look & Feel (User Interface)

The overall aesthetic and performance of version 6.3 has been enhanced. A functional and effective aesthetic has been achieved through simplified icons, consistency in Dashboard panels, improved Summary Info Headers and a built-in Workflow display.

## Enhancements already included from UpsideContract V6.2 include:

- Full compatibility with Microsoft Word® 2007 and support for Docx format.
- Template Word® import – ability to import Microsoft Word® documents as templates.
- Multi-select fragments – ability to select and edit properties of multiple fragments at one time.
- Task re-assign for deactivated users – ability to transfer tasks of users who are or will soon be deactivated.
- Enhanced Placeholder organization capabilities
- Option to clear historic document versions
- Indicate acceptance of a contract with a simple click of a button
- Login tracking for increased security
- Ability to hide confidential clauses in a contract from a user group

## Conclusion

Benefit from the increased depth of UpsideContract V6.3. With more options to control the way contracts are created and managed, and a more intuitive and easier to use application, users have greater power to influence the entire business cycle from start to finish. More options, shorter cycles and greater control. Ask an Upside representative about upgrading to UpsideContract V6.3 at [ask@upsidesoft.com](mailto:ask@upsidesoft.com).

**For more detailed information on UpsideContract, visit:**

<http://www.upsidesoft.com/Upside+Software/Products/UpsideContract.htm>

## About Upside Software

Upside Software is the worldwide leader in Contract Lifecycle Management (CLM) solutions. Customers around the globe use Upside Software's suite of products to confidently perform Contract Management, Commitment Management, Sourcing & Procurement, and Invoice & Billing management activities throughout their organizations.

Upside Software's products address the needs of Enterprise (e.g. Fortune 500, Global 2000), Public sector (Federal, State / Provincial, Municipal and Health Care), and Small & Medium Enterprise (SME) customers. Customers realize significant cost savings while improving customer and supplier relationships. Upside Software's solutions are deployed very quickly and typically provide a full return-on-investment (ROI) in well under a year.

Founded in 2000, Upside Software is a profitable (since 2001), rapidly growing software company with an advanced, yet mature, and comprehensive product suite. The company has extensive experience delivering real value to customers (about 300) of every size and in most industry verticals.

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