



ProArc is an application for **Document Control**, **Project Planning** and **Delivery of Documentation** in technical construction projects, as well as effective information management in the **operation of technical facilities**





eDoc AS has since 2001 been a partner of **Software Innovation**

Software Innovation is developer of the **ProArc Document Management System**

We are a highly qualified supplier of ProArc with many installations, including support in operation and training, mainly in the energy industry

Our offices are located in Stavanger and Tønsberg

Does your business face these challenges?



Documentation are stored in Outlook and Personal Folders

Each project has its own folder structure on the file server

There is no Access Control to the stored information

It is difficult to find and share documentation

A lot of manual work to keep track of deliverables

There is a lack of Document and Revision Control

Difficult to follow up internal and external deadlines

Manual distribution and workflow processes

No Audit trail

It is difficult to comply with client requirements

Then ProArc may be the system you need!

Delivering ProArc for large projects and organizations



Oil & Gas

OOs
EPCs
Suppliers and Contractors



Building and construction

Clients
Advisors
Contractors



Large onshore projects & infrastructure

OOs
EPCs
Suppliers/Sub-contractors



Shipping

Ship owners
Yards
Suppliers and Contractors



Energy, Utilities and Resources

OOs
Producers

Large project or large organizations

Smaller organizations with complex deliveries

Engineering

Our product development is conducted in close collaboration with key players within these sectors

aibel®

ADVANSIA

Aker Floating Production

AkerSolutions®

wintershall

APPLY
LEIRVIK EMTUNGA

APPLY SØRCO

AVINOR



MRC teamtrade



sembcorp marine

crtec



Some selected ProArc customers

DONG energy

ELDOR



FABRICOM
GDF SVEZ



Forsvarsbygg

ADVANTEC
TECHNOLOGY & SERVICE FOR THE FUTURE

NOAH®
KOMPETANSE TIL Å OVERTA ANSVAR

FRAMO Frank Mohn AS

GASSNOVA



ARMATEC®

Jernbaneverket



NO.II/
OCEAN INSTALLER EST/ OI/OI

Mollier
Your HVAC Partner

MENTO

Holta & Håland

metso

KONGSBERG

FMC Technologies

MPM - Multi Phase Meters

KAEFER ENERGY



OSLO



PM GROUP

BG GROUP

RAMBOLL

VISSIM

Archer
The well company

Skangas

EUREKA

SIEMENS Oil & Gas Offshore

ALIGN

Bristow

Stena Drilling

subsea 7

TEEKAY CORPORATION

D/WELLOP

FPE
Fire Protection Engineering as

Wilh. Wilhelmsen

Example of ProArc Document Profile

The screenshot shows the PRODOC - New document profile software interface. It features a menu bar with "File", "Functions", "Search", "Options", and "Help". Below the menu is a toolbar with various icons. The main area is divided into several sections:

- General:** Includes fields for Doc Category (DWG), Doc Type, Originator, Discipline, Doc No, Rev, Accept. Code, Voided, Title, and Responsible.
- Access Rights:** Includes an Access dropdown, "Available for:" label, and a list of recipients.
- Customer:** Includes Customer, Contract, PO No, Cust. Doc No, and Proj. Doc No fields.
- Supplier:** Includes Supplier, PO No, Supplier Ref, and Comments fields.
- Internal Workflow Info:** Includes Int WF No, Prep By, Chk By, and Apr By fields.
- Customer - Document Flow:** Includes First Pl. Issued, Next Pl. Issued, Actual Issued, Trans. to Cust., Planned Returned, Actual Returned, and Trans. from Cust. fields.
- Supplier - Document Flow:** Includes First Pl. Received, Next Pl. Received, Actual Received, Trans. from Sup., Planned Returned, Actual Returned, and Trans. to Sup. fields.
- Project:** Includes Project, Proj Manager, Site, Delivery Date, and SMDR Date fields.

Automatic generation of Doc No

Access Control

Predefined recipients for internal workflow

Transmittal Dates for overdue and look-ahead

Integration with other systems



ProArc is very often integrated with other systems like Microsoft Dynamics Axapta, AutoDesk Vault, Navision, IFS, Adobe Document Cloud eSign services etc.

Different kinds of integration:

- Lookup information like Project No, Tag No, PO No etc
- Tag No synchronisations between ProArc and IFS/Maximo
- Automatically imports of documents from AutoDesk Vault
- Automatically checks of status codes and document completion

Redline Markup in ProArc using RxHighlight



01602-NC-C-0017_02_001.PDF - Adobe Acrobat Pro DC

File Edit View Window Help ProArc

Home Tools 01602-NC-C-0017... x 91,7%

Comment

Search Comments...

4 Comments

Page 1 4

ole.helgesen
Text callout
Use standard comment tools

ole.helgesen
pup comment

ole.helgesen
Text box

ole.helgesen
Text box comment

ole.helgesen
Cloud

Home Markup CAD Tools

Tools Edit

S4-109056-001_X0_01.DWG x

Varg WHP
Termination List
S4-109056

Cable No	From (tagno)	From (description)	Conductor No	From connector
86-35-80-CCAA001A	86-35-80 AA001			
REMOVED				
86-35-80-CCAA001B	86-35-80 AA001			
FUTURE USE				TX
86-35-80-CCAA001C	86-35-80 AA001			

Shield Ground

S4-109056-001
X0 - Issued

- S4-109056-001_X0_01.DWG
- Annotations (1)
- S4-109056-001_X0_10.000
- has DWG image reference to
- S4-109056-001_X0_02.TIF
- S4-109056-001_X0_02.TIF
- S4-109056-001_X0_09.PDF (Rendered copy)

Integration with Adobe Reader or RxHighlight for commenting and redlining

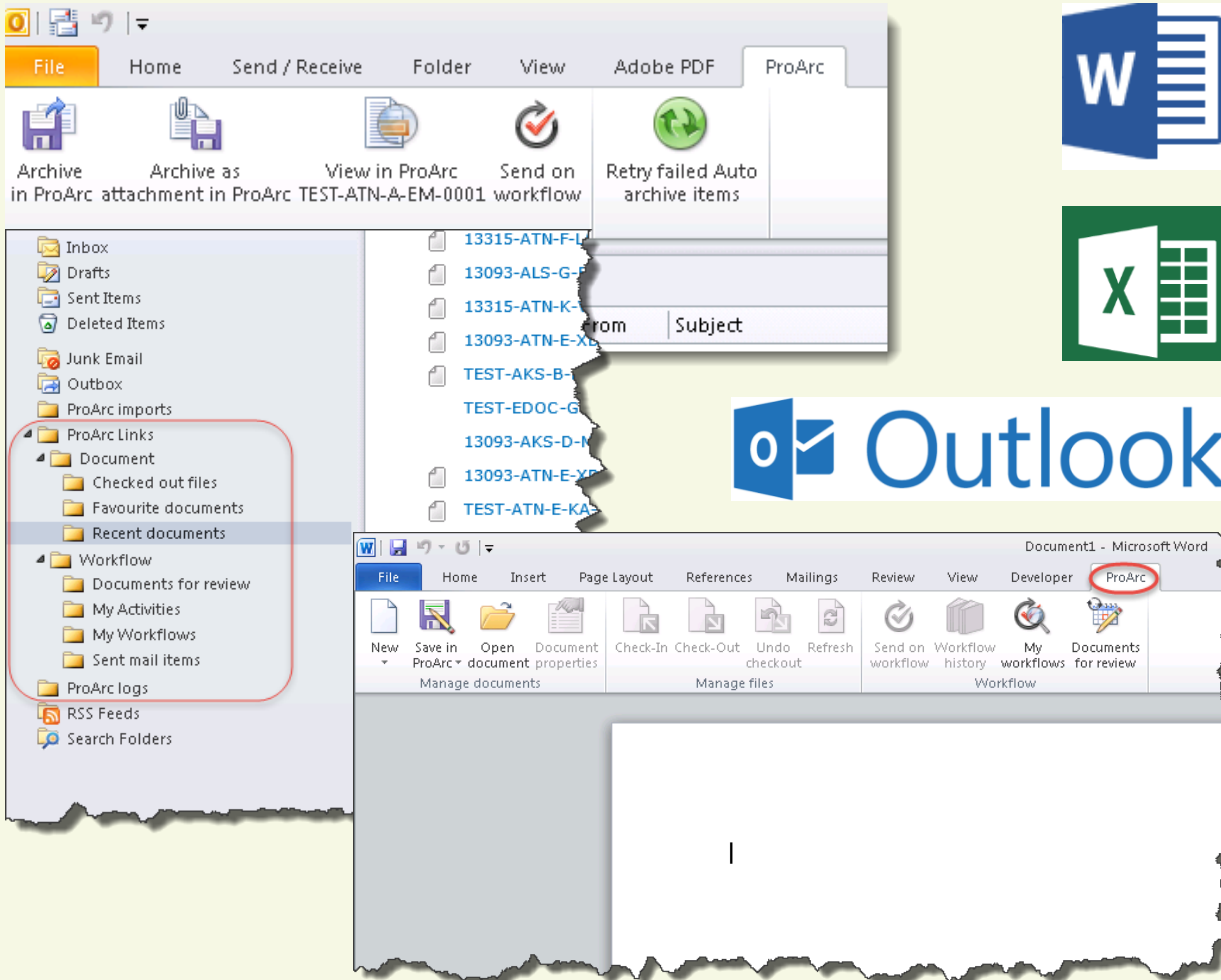
Mark-up layers without changing the original drawing

Multiple users to comment simultaneously

Use RxHighlight to view documents without having the original tool or application

RxHighlight reads about 200 file formats

ProArc Office/Outlook Integration



Import of emails directly from Outlook

Automatically assigning the right company and contact names in ProArc, based on sender/recipient mail addresses

ProArc menu in Word/Excel for creating and opening files in ProArc

Handling documents on workflow directly from Word

Import of eMails from Outlook to ProArc



FILE HOME SEND / RECEIVE FOLDER VIEW ProArc

Ignore Clean Up Delete Reply Reply All Forward More To Manager Done Create New Move Rules Unread/ Cate Read

Drag Your Favorite Folders Here

▲ dcc.edoc@gmail.com (1)

- Inbox
- Drafts
- Sent Items
- Deleted Items
- Junk E-mail
- Outbox
- ▲ ProArc imports
 - ▶ 1500 - Diesel Pump
 - ▶ 1600 - Water Injection
 - ▲ 1700 - Cable Inspection
 - Construction
 - Contract
 - Delivery
 - Engineering**
 - Installation
 - Maintenance
 - Operation
 - Procurement
 - Tender
 - Variation Order

All Unread

FROM	SUBJECT	PROARC DOCUME...	PAARCHIV
Date: Today			
David Log	Kontakter Wintershall	1700-EM-0001	
Hei, Følgende personell trenger å få opprettet bruker på deres supportportal. Mette Mikke			

Projects used in ProArc become available in Outlook for eMail archiving by just drag-n-drop the mail into the folder

Sub folders for each project representing the right project category.

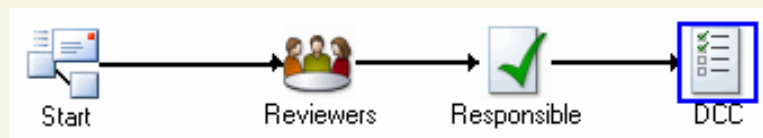
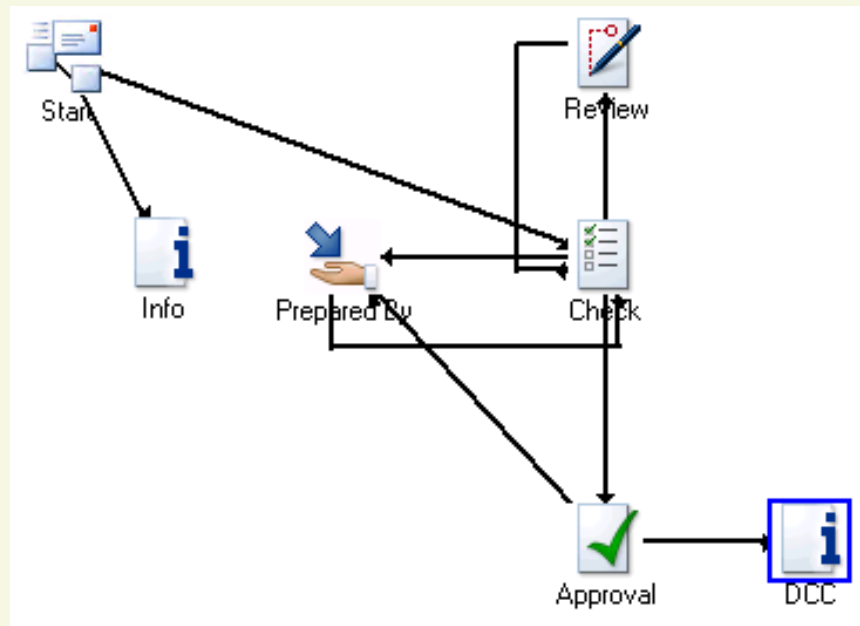
Folders in Outlook used for automatically archiving by drag-n-drop the emails into the right folder

The folders are automatically created based on the project rules in ProArc

When archived in ProArc, the Doc No is automatically assigned to the eMail

The archived eMail is available both from ProArc and Outlook

Example of internal workflows



ProArc supports several workflow types

You may create your own types based on your requirements

Each activity may have a decision point to control the further flow of the document

Reports in ProArc shows the complete flow, with all the relevant comments and decisions

Handling of Supplier and Customer Documents

– Overdue and Look Ahead



Supplier

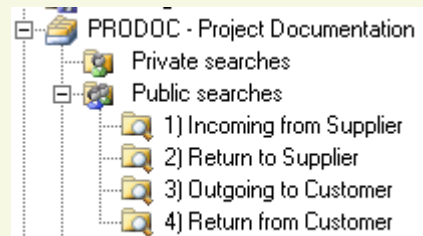
Supplier ▼

PO/Contract ▼

Contact ▼

Supp Doc No

Notes ▲ ▼



Supplier - Document Flow

First Pl. Received

Next Pl. Received

Actual Received

Trans. from Sup.

Planned Returned

Actual Returned

Trans. to Sup.

Customer - Document Flow

First Pl. Issued

Next Pl. Issued

Actual Issued

Trans. to Cust.

Planned Returned

Actual Returned

Trans. from Cust.

Functionality for follow-up
Supplier and Customer documents

Overdue or Look Ahead reports
and overview in search results

All relevant supplier data is stored
for each revision of the document

- Planned Received
- Actual Received
- Planned Returned
- Actual Returned

All relevant customer data is
stored for each revision of the
document

- Planned Issued
- Actual Issued
- Planned Returned
- Actual Returned

Document Distribution and Transmittal Report - Example



Document Distribution to/from Customer and Supplier

View all transmittal history including planned/actual issue dates, transmittal number and document status codes

If the document is received with an Not Accepted Code, the report will show the «Next Plan Issued» date for the new revision to be created

Limit by Project, Customer or a specific Doc No

Doc No Supplier Doc No		Title	Rev	Issue Status	Planned Issued	Issued	Transmittal No	Planned Returned	Returned	Transmittal No	St
34-K8734-E-DS-001 AA--CC-001	Data Sheet	03	R-IFA	08.05.2009	23.04.2009	T-34-K8734-EDOC-004	08.05.2009	23.04.2009	IN-CJST-002	1	
			IFA	03.06.2009	23.04.2009	T-34-K8734-EDOC-003	08.05.2009	23.04.2009	CJST-IN-001	3	
34-K8734-E-KA-002	Test Procedure	02	R-IFA	08.05.2009	23.04.2009	T-34-K8734-EDOC-004	08.05.2009	23.04.2009	IN-CJST-002	1	
			IFA	23.04.2009	23.04.2009	T-34-K8734-EDOC-003	08.05.2009	23.04.2009	CJST-IN-001	3	

Document Distribution and Transmittal Reports - Example



Overdue or Look Ahead reports from Customer

Limit by Project, Customer or Supplier

Planned Received from Customer

Project: 4568
PO No: PES-MPM-069

Document Number	Rev	Title	Actual Issued	Issued on Trans.	Planned returned	Days Overdue
4568-MPM-B03-00001	01	TQ 01 MPM Meter Communication Setup	22.12.2015	TR-4568-MPM-PETO-012	14.01.2016	40
4568-MPM-P09-00001	01	TQ 02 PVT Input Data Requirements	22.12.2015	TR-4568-MPM-PETO-012	14.01.2016	40
4568-MPM-A07-00002 SAK-08-PWPI005-ZV-B01-00001	02	Fabrication / Production Schedule	18.01.2016	TR-4568-MPM-PETO-014	01.02.2016	22
4568-MPM-X01-00003 SAK-08-PWPI005-ZV-C01-00001	02	General Arrangement Drawings meters with piping spools including F12, C02, C04	28.01.2016	TR-4568-MPM-PETO-019	11.02.2016	12
4568-MPM-F02-00002 SAK-08-PWPI005-ZV-J02-00004	01	WPQR EB Welding	17.12.2015	TR-4568-MPM-PETO-010	04.01.2016	50
4568-MPM-F03-00002 SAK-08-PWPI005-ZV-J02-00005	01	WPS EB Welding	17.12.2015	TR-4568-MPM-PETO-010	04.01.2016	50
4568-MPM-E02-00001 SAK-08-PWPI005-ZV-K09-00001	03	Material Test Certificates for the Multi Phase Flow Meter Body and Spools	02.02.2016	TR-4568-MPM-PETO-022	16.02.2016	7
4568-MPM-P06-00001 SAK-08-PWPI005-ZV-N01-00001	01	Operating and Maintenance Manuals	17.12.2015	TR-4568-MPM-PETO-010	04.01.2016	50
4568-MPM-P07-00001 SAK-08-PWPI005-ZV-N01-00002	01	MPM Meter Field Installation Procedure	17.12.2015	TR-4568-MPM-PETO-010	04.01.2016	50
4568-MPM-Y07-00001 SAK-08-PWPI005-ZV-P06-00001	01	Preparation for Shipping with Recommended Handling, Storage and Preservation Procedures	17.12.2015	TR-4568-MPM-PETO-010	04.01.2016	50
4568-MPM-P04-00001 SAK-08-PWPI005-ZV-P06-00002	01	Procedure for Handling The Radioactive Source	17.12.2015	TR-4568-MPM-PETO-010	04.01.2016	50

Transmittal Reports - Example



Transmittal No.: 14014-TR-VIS-20102-0004

To: Maersk Oil Norway ASA	From: VisSim AS Vollveien 5 3183 Horten
Telephone:	Telephone:
Att: Maersk Document Control	Sent by Cathrine Magne
PO No:	Project: 14014
	Date: 28.01.2015

Remarks:

Distribution

Name	Company
Maersk Document Control	Maersk Oil Norway ASA

Included Documents

Status and any redline markup to be returned within: 11.02.2015

Doc No	Rev	Description	Status	Issue Status	To be Returned?
14014-POMM-001	01	Standard documentation, X-band radar antenna	3		Yes
14014-POMM-002	01	Standard documentation, AIS base station	2		Yes
14014-POMM-003	01	Standard documentation, VHF base station and RX-splitter	2		Yes
14014-POMM-004	01	Standard documentation, GPS antenna	2		Yes
14014-POMM-005	01	Standard documentation, VHF antenna	2		Yes
14014-POMM-006	01	Standard documentation, KVM display drawer	2		Yes
14014-POMM-007	01	Standard documentation, network switch	2		Yes

S-T-00087

From: Fire Protection Engineering AS Kanalarmen 12 NO-4033 Stavanger Norway Telephone:
Sent by: FPE Document Control Centre dcc@fpe.no
Date: 22.02.2016

Action:	Reason For Issue:
I - For Information	IPA - Issued for Project Acceptance
A - Approval	Re-IPA - Reissued for Project Acceptance
	ASB - As-Built
	Re-ASB - Reissued As-Built
	V - Voided

Rev	RFI	Action	Return Date
04	IFA	A	14.03.2016

Best Regards: _____ Receiver Sign/Date: _____

Please sign this transmittal and return it to Fire Protection Engineering AS. E-mail: dcc@fpe.no

IDC Summary and Internal Workflow Report - Example



Internal Workflow Overview

Ongoing Internal Workflow Summary Report

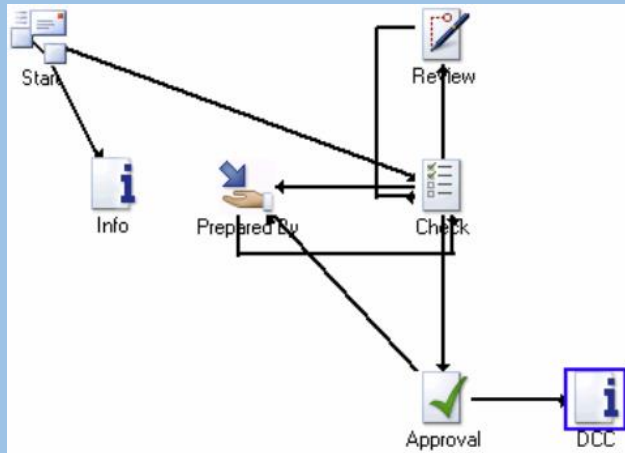
Workflow No	Doc No	Revision	Title	
	Activity (Orig./Forecast Planned)	Recipient	Comments	
SUP-IN-0008 Inbound from Supplier Received: 09.08.2016 Pl. Finished: 16.08.2016 Supplier: ALLES MILJØ AS	NB-SUP-E-PB-0001	01	Inspection	
	NB-SUP-E-DS-0003	02	test	
	Reviewers (09.08.16/09.08.16)	(Completed)	David Log	NB-SUP-E-PB-0001: Feil dimensjon på pumpe NB-SUP-E-PB-0001: WF Status David Log: Not Accepted
	Responsible (11.08.16/09.08.16) DCC (12.08.16/08.08.16)	(Completed) (Not Completed)	David Log Noah DCC	
SUP-IN-0008 Inbound from Supplier Received: 09.08.2016 Pl. Finished: 16.08.2016 Supplier: Avitec AS	NB-SUP-E-PB-0001	01	Inspection	
	NB-SUP-E-DS-0003	02	test	
	Reviewers (09.08.16/09.08.16)	(Completed)	David Log	NB-SUP-E-PB-0001: Feil dimensjon på pumpe NB-SUP-E-PB-0001: WF Status David Log: Not Accepted
	Responsible (11.08.16/09.08.16) DCC (12.08.16/08.08.16)	(Completed) (Not Completed)	David Log Noah DCC	
TR-ED-NB-0001 Inbound from Supplier	NB-SUP-E-DS-0001 (For Info)	01	Data Sheet	
	NB-SUP-E-PB-0001	01	Inspection	

IDC Summary and Internal Workflow Report - Example



Internal Workflow (IDC)

Complete overview of the Review and Approval flow, including all comments and decision made during the workflow.



WF No.: P583-INT-0097

Sent By: Alma Medes Beltran
 Start Date: 11.02.2016
Planned Finished: 15.02.2016
 Project: P583 - JOHAN SVERDRUP

Description:

Doc No	Rev	Title
P583-FPE-DS-209	01	Instrument Data sheets - Pressure Indicator

Check	Received	Due Date	Completed	Workflow Comments	Doc No
Håkon Tjørhom	11.02.2016	12.02.2016	11.02.2016	By Håkon Tjørhom See comments in the document - check area	P583-FPE-DS-209
Rejected I've updated the tagging on PI for foam and scale range					

Prepared By	Received	Due Date	Completed	Workflow Comments	Doc No
Alma Medes Beltran	11.02.2016	12.02.2016	11.02.2016	By Alma Medes Beltran	

Check	Received	Due Date	Completed	Workflow Comments	Doc No
Håkon Tjørhom	11.02.2016	12.02.2016	15.02.2016	By Håkon Tjørhom PI's for N2 cylinders are a different type than for Foam and cannot be listed in the same sheet. Need an individual DS for those in the document.	
Rejected					

ProArc



The 3 cost parameters when purchasing ProArc:

1. Licenses, one-time cost
2. Annual Support & Maintenance (21 % of license cost)
3. Implementation and training, one-time cost

Please contact us for a presentation and quotation

David Log

+47 908 98 707

david.log@edoc.no

