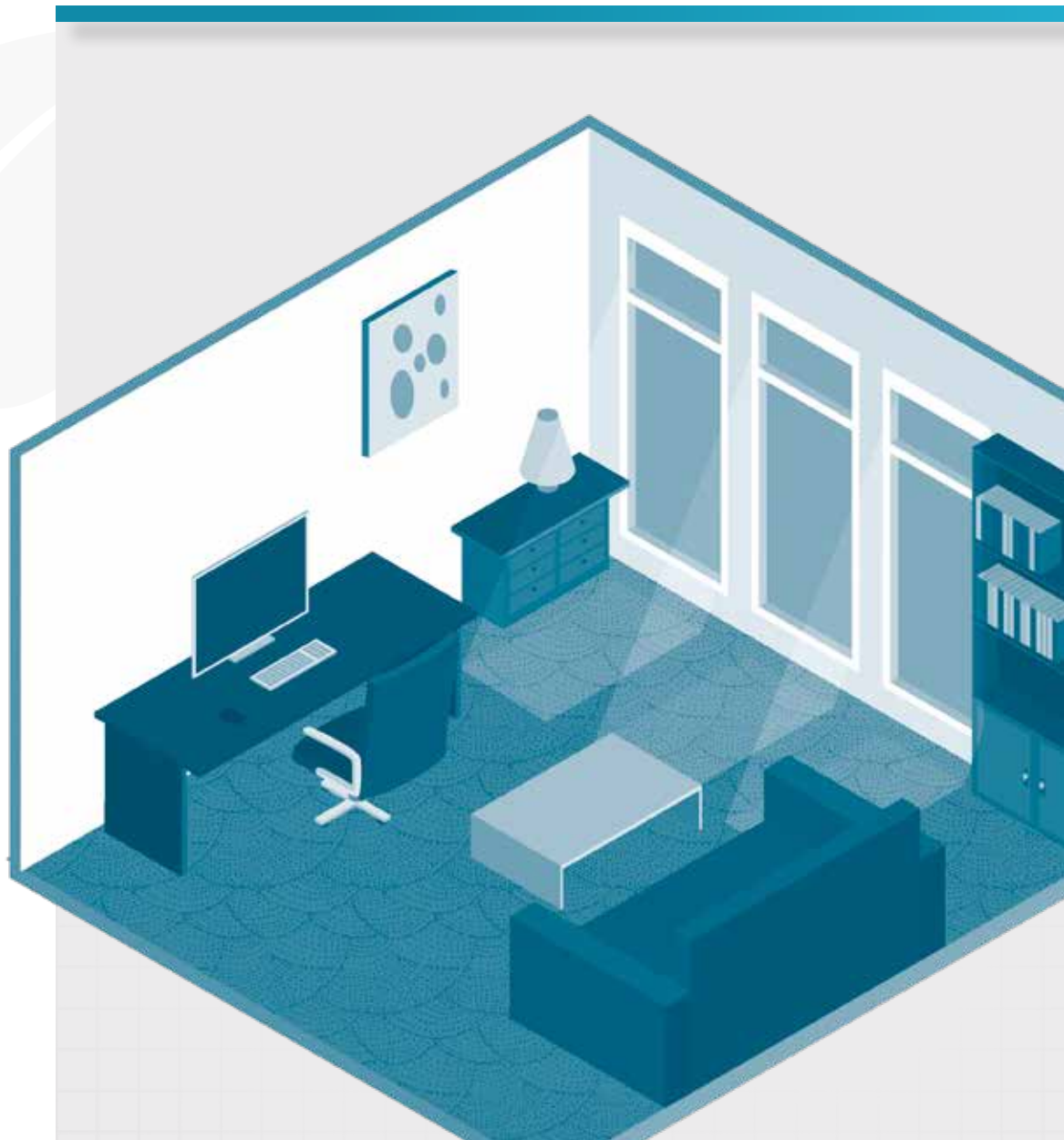




e-sign Document Manager



Our fully responsive e-sign Document Manager module has been expertly designed to allow you to manage, review and centrally distribute all policies and documents to the correct groups or individuals.





Stay on top of ever-changing legislation

Policies and procedures within education are constantly changing and evolving. It's vital that schools and school districts stay on top of these changes and remain fully compliant with updates to legislation.

Developed in conjunction with Waveney Valley and Sigma Academies Trust in the UK, our high performance e-sign Document Manager module will allow you to regularly review and update policies in response to new legislation. You will then be able to provide evidence that these documents have been read and agreed to by the relevant parties.

“The product’s many appealing features made the price very competitive. The support that Parago have given us during our first year has been great - they have really listened to our suggestions for development. We will be recommending Parago to any district that is looking into solutions to track and manage their IT and assets.”

Laura Lee | Somers Central School District

**Don't just
take our
word for it...**



Monitor policy compliance

Through the e-sign Document Manager, you'll instantly be able to see who has and hasn't read and signed each individual policy. This will allow you to take control of policy compliance and adherence, ensuring you have all the necessary paperwork in place.



Key features:

- Upload all policies to one secure place
- Monitor who has and hasn't signed each policy
- Track review dates
- Send policies to staff for digital signing
- Store all signed policies in one place
- View policies shared by other schools
- Track review dates with prompts and reminders



Product technical specification

Central System Features

- **School-specific development and design**
A product developed with schools, for schools
- **Visual icon-based system for ease of use**
Developed for all levels of user
- **Cloud-based system**
Peace of mind that your data is securely held at AWS Amazon
- **Permissions based multi-user system**
Restrict user access based on permission levels, managed by customizable templates
- **Document importer**
Securely attach documents to assets, buildings, rooms and people
- **Image importer**
Securely attach images to assets and rooms to provide proof of ownership for insurance purposes
- **Customizable reports**
Report on any data behind assets producing accurate forecasts and schedules, all exportable to Office applications
- **REST API**
Enables data links to other software solutions
- **AD/LDAP integration**
Manage Parago users through your domain

Contact us

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“We came across Parago as they are very well known, particularly in the UK, but also worldwide for their asset management solutions within education. We were very drawn to its ease of use through an icon-based platform, and this has made considerable savings on training costs usually associated with deploying management systems.”

Barbara Nesbitt | Pickens
County School District

paragosoftware.com