

SmartPoint DMS

Release Note 4.1

v. 2025.10

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1. Introduction

The document outlines the improvements and changes in the functionality of the SmartPoint DMS solution that are included in the next regular upgrade 2025.10. The upgrade includes changes in functionality for the period from 01.07.25 to 30.09.25.

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2. SmartPoint DMS upgrades

The upgrade includes the following improvements, new functional capabilities, and bug fixes:

	Content	Module	Type of change
1	The ability to create a custom document card based on its category has been implemented. <u>How it works:</u> Different cards with different sets of fields can be created depending on the document category. <u>Why it is useful:</u> The card structure can be customized for each document category, improving usability and ensuring correct data entry.	System Functionality	New feature
2	Bulk approval has been added. <u>How it works:</u> Multiple documents in the list can be selected and approved in a single action. <u>Why it is useful:</u> Time can be saved for users, and the approval process for large volumes of documents can be streamlined.	SPDMS Agreements	New feature
3	Bulk rejection has been added. <u>How it works:</u> Multiple documents in the list can be selected and rejected with a single click. <u>Why it is useful:</u> The convenience of handling multiple documents during the approval process has been improved.	SPDMS Agreements	New feature
4	File content search (Word, Excel, PDF) has been expanded. <u>How it works:</u> The system indexes the textual content of documents and can perform searches within files. <u>Why it is useful:</u>	System Functionality	New feature

	The efficiency of finding required information in large volumes of documents has been improved.		
5	The ability to return approval to a selected step has been implemented. <u>How it works:</u> During approval, a document can be returned to a previous step for review. <u>Why it is useful:</u> The approval process can be managed flexibly, and errors can be corrected without creating a new workflow.	SPDMS Agreements	New feature
6	The ability to set reminders or notifications for approval workflow steps has been implemented. <u>How it works:</u> Parameters for reminders or notifications can be configured and sent to participants in the process. <u>Why it is useful:</u> Participants can be informed in a timely manner about actions required within the approval process, improving oversight and task compliance.	System Functionality	New feature
7	The “Internal Documents” module has been updated. <u>How it works:</u> Users can create, approve, and store the organization’s internal documents in a single system, covering the full lifecycle — from creation to archiving. <u>Why it is useful:</u> Centralized storage of internal documents is ensured, along with a transparent approval process.	Internal Documents	Enhanced feature
8	The “External Documents (Incoming and Outgoing)” module has been updated. <u>How it works:</u> Users can register, approve, and track external correspondence — both incoming and outgoing documents — including counterparties and approval workflows.	External Documents	Enhanced feature

	<u>Why it is useful:</u> Control over document exchange with external partners is ensured.		
9	The “Financial Requests” module has been updated <u>How it works:</u> Users can create and approve financial requests with automatic approval workflows and status tracking. <u>Why it is useful:</u> The approval process for financial documents has been optimized, expense transparency has been improved, and financial decision-making has been accelerated.	Financial Requests	Enhanced feature