

SedonaDocs Implementation

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Purpose

SedonaDocs is an integrated document management module. It provides the ability to store electronic attachments within SedonaOffice, such as PDF, Excel, Word, or GIF files.

The module is now an included module in SedonaOffice, no additional installation is required. For customers that purchased SedonaOffice prior to its inclusion into SedonaOffice, it can be purchased and installed as an add-on module.

This document walks through the process for Project Managers (PMs) to incorporate SedonaDocs into a project plan.

Implementation Steps

To incorporate SedonaDocs into any project plan the following tasks should be included in the project plan:

1. Install SedonaDocs
 - a. Estimated Hours: 1
2. Training
 - a. Estimated Hours: .25