

AUTODESK®
BUZZSAW®

for Document
Management

Say no to paper.

You undertake countless projects that require constant collaboration with team members inside and outside your organization. Every team member needs fast access to accurate project documents; otherwise, it slows your ability to collaborate effectively, complete tasks, and make decisions, putting your project at risk.



“Document management, file sharing, and version control are much easier with Buzzsaw especially when you are collaborating across time zones. For example, we took three-dimensional snapshots of the drawings and posted them to Buzzsaw. Our counterparts across the country then marked them up electronically, posted the revisions, and sent automatic email notifications informing the team of the revisions.”

—WATG

To ensure document integrity, you need a collaborative project management solution that stores documents in a central repository. At the same time, you need a solution that provides document security and around-the-clock document accessibility while delivering proactive project management capabilities.

More than a design, bid, or construction management solution, Autodesk® Buzzsaw® collaborative document management provides the power you need for every type of project. From marketing to capital improvement to new product launches, Buzzsaw streamlines document management across all types of distributed project teams, helping them to complete projects better, faster, and more efficiently.

Streamline Information Exchange

With tight budgets and reduced staffing, projects that once would have been completed entirely in-house now involve outside professionals. Yet you need to maintain centralized control of these projects to ensure that they stay on track. To keep projects moving forward—on time and on budget—extended project teams need fast access to reliable, accurate project documents.

Autodesk Buzzsaw provides document management capabilities that help distributed project teams work together efficiently, confident that everyone is working from the most current version of a document. Team members can log on to Buzzsaw—at any time and from any location—to find, manage, share, view, and update project documents. They can then lock and check-out documents so that others know they are working on them. And when a team member checks-in a document, automatic notifications keep the rest of the team informed.

With Autodesk Buzzsaw, extended project teams can

- Lock files to prevent the altering of contents
- Share any type of project document, such as documents, budgets, schedules, contracts, specifications, and images
- Receive automatic notifications when documents are posted or changed
- Search the contents of all project documents to find specific information

Originally created for design and construction management processes that require teams to manage, share, and view large computer-aided design (CAD) drawings, Autodesk Buzzsaw can handle files of virtually any size and type, including Microsoft® Office, PDF, and DWF™ file specifications. And because Buzzsaw enables team members to view complex building drawings with ease, it's ideal for projects that require people without CAD experience or software to view, mark up, and comment on building plans, such as in-store display designs.

Stay on Top of Projects

For every project, you have a schedule and a budget. Proactive project management keeps you on track to meet both. But at what cost? You scramble to ensure that everyone on your project team has the latest documents. As deadlines approach, you send countless emails to make sure no one has fallen behind or missed a last-minute revision. And with so many documents flowing in all directions, you worry that important information could be viewed or shared without authorization.

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Using Autodesk Buzzsaw, project managers can centrally organize, manage, and track all project-related documents and information. Buzzsaw helps you continuously monitor the flow of information between all members of your project team. As information changes, you can alert everyone—or selected team members—automatically. And you choose which team members have access to individual project folders and documents.

With Autodesk Buzzsaw, project managers can

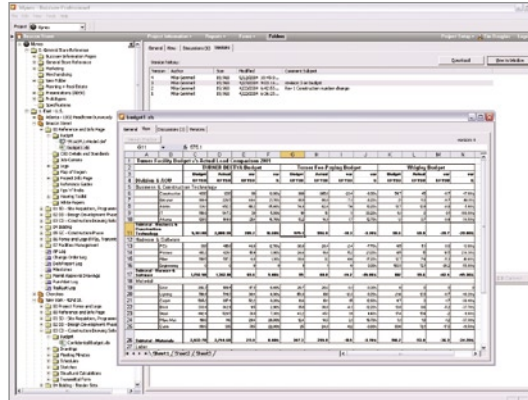
- Monitor the progress of all types of projects simultaneously
- Notify or remind team members of changes and deadlines automatically
- Customize document security levels with tiered permissions
- Catch potential errors before they cause problems

Take Document Management to the Next Level

When you use Autodesk Buzzsaw for document management, you can give people inside and outside your organization instant access to the information they need. As information flows more smoothly, so will your projects. You experience fewer errors and delays. And project team members can make better, faster decisions with easy, anytime, anywhere access to reliable project information.

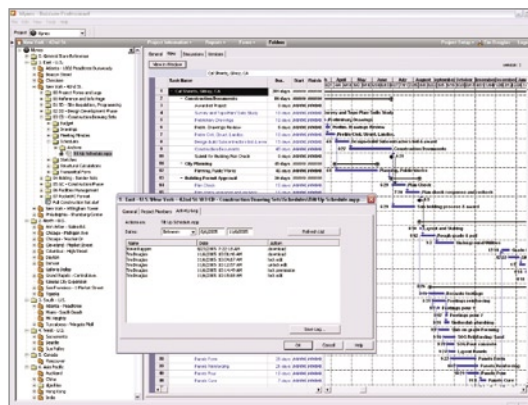
For More Information

To learn more about how Autodesk Buzzsaw enhances document management, call 866-815-3501 (415-356-0700 outside the United States), send email to buzzsaw.sales@autodesk.com, or visit www.autodesk.com/buzzsaw.



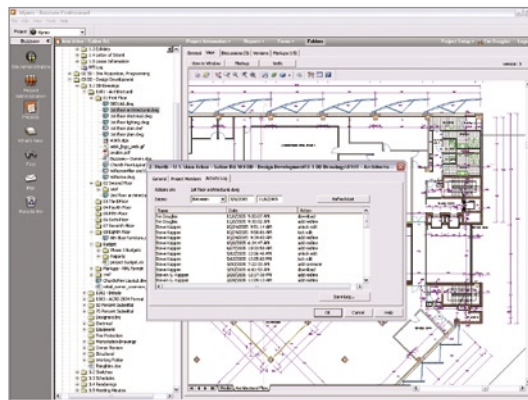
Version Control

Preserve a record of all document versions. Track and manage multiple document versions, add comments, and send notifications when new versions are created.



File Locking

Keep documents secure and avoid mistakes. Control access to documents and ensure that only one person can edit a document at any given time.



Activity Tracking and Audit Trail

Know who is doing what and when. Gain complete visibility into every activity that occurs on your Autodesk Buzzsaw site. Know who accessed, edited, uploaded, and downloaded any document and when they did it.