



## Collaborate Online

O'Neil's ONEview solution provides our clients with complete visibility into the document production process, with real-time SLA reporting. ONEview provides clients with the ability to manage their document production and proofing process via a customized, online portal. A dashboard provides the status of each document and data file, and allows our clients to edit, approve, and track print and fulfillment production throughout the workflow.

### Proof Review

Clients have the ability to review every record in every file. Proofs reflect the actual document that will be mailed or eDelivered to the recipient. This allows our clients to review all records or subsets of records prior to file approval.

### Record and file Level Suppression

Clients can locate a bad record or file, either by searching or during the review process, and suppress it prior to moving to production. This allows files to move expeditiously to production following approval without being held up due to a few bad/incorrect records. Records can also be tagged with a suppression reason code to assist IT with expediting the retrigger process.

### SLA Monitoring

Clients have the ability to track the entire workflow from file receipt to shipping. ONEview tracks import time, proof availability time, file approval time and mail date. Monitoring key compliance timelines is made easy via the dashboard for clients to easily monitor at risk files.

### Audit Reporting

Audit reporting provides the necessary history to identify which user or users approved or suppressed records from the originating file. ONEview is the perfect solution to track service levels and document quality.

**FOR MORE INFORMATION**  
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or visit [www.oneidata.com](http://www.oneidata.com).

