



❖ DOCPLACE CASE STUDY:

Nexus Properties

HOW DOCPLACE CREATED A DOCUMENT MANAGEMENT SYSTEM THAT'S BOTH EFFICIENT AND ENJOYABLE TO USE



About Nexus Properties

Founded in 1979, Nexus Properties Inc. is a family-owned real estate company. Nexus manages and develops a range of different properties, including:



Office Spaces



Warehouse Facilities



Parking Facilities



Medical Facilities



Shopping Centers

The company operates in New Jersey, where it's built a network of strong industry relationships over the years.





The Problem

Before Nexus began working with DocPlace, their document management system suffered from four main issues.

01

Dependence on manual indexing

Nexus had developed a system to index their documents manually within Window's File Explorer.

This approach worked well when the company was smaller, but it became increasingly burdensome as Nexus expanded its portfolio.

Navigating through the web of folders in File Explorer was starting to take a lot of time, hindering productivity. The contract agreement creation process had become especially long-winded.



02

Delays with document retrieval



Nexus' business relies on the ability to find important documents quickly when needed.

As their portfolio expanded, this was becoming increasingly difficult. The sheer number of documents made it very challenging to keep their digital archive well organized.

03

Challenges with remote work



Like many businesses, Nexus experienced an uptick in remote collaboration over the last few years.

Their document management system made it hard to access documents from different locations.

Nexus' leadership team recognized that they would need to address this issue to allow their remote employees to collaborate seamlessly.

04

Data security & compliance risks



Nexus' document management system lacked the ability to categorize users by seniority and give them document access accordingly.

Without proper user/role permissions, there was a risk of unauthorized access to sensitive documents, compromising data security and confidentiality.

Worse still, if an unauthorized employee got their hands on a sensitive document, this created a risk of compliance issues for the company.





The Solution

Increasingly, Nexus recognized the need to streamline their document management and increase operational efficiency. As such, they partnered with DocPlace to implement the following solutions.

01

Automatic indexing



DocPlace's automatic indexing feature removed the need for Nexus to index documents manually.

This significantly reduced the time and effort required to organize contracts, certificates of insurance and addendums.

In particular, it helped Nexus streamline their e-signature process for their important documents.

02

Faster document retrieval



Nexus utilized DocPlace's search function to their document management system.

By inputting specific terms or phrases, users were now able to access relevant files without wasting time manually sifting through huge databases.

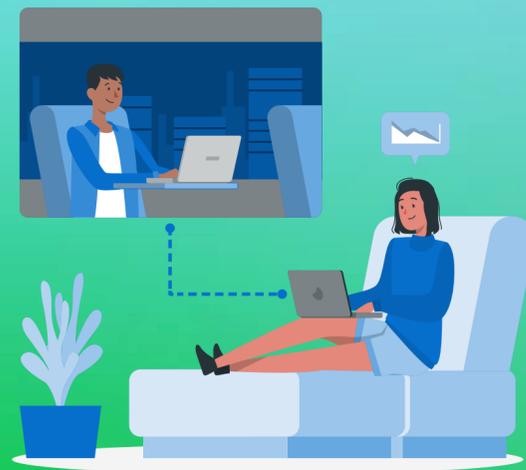
Not only did this reduce the time taken to retrieve documents, but it also made Nexus' document management system much more employee-friendly and enjoyable to use.

03

Improved remote accessibility

With the help of DocPlace, Nexus migrated their entire document management system to the cloud.

This made it much easier for remote workers to access important documents, and fostered a spirit of collaboration across the broader Nexus team.



04

Lower Compliance Risk From Data Security Issues

Nexus implemented a role hierarchy with permissions for specific user types.

This meant that employees could only access the documents appropriate to their particular roles, preventing unauthorized access to sensitive documentation.

This both improved data security and reduced the risk of compliance problems resulting from unauthorized employees viewing confidential documents.





The Result



Nexus' document management system is now significantly more efficient, more secure and more enjoyable to use than it was before they partnered with DocPlace.

In particular:

- ✦ Automatic indexing is much more efficient than manual indexing
- ✦ The search bar makes it much faster and less painful for employees to locate important documents
- ✦ Remote team members can now access documents in the cloud
- ✦ Implementing a proper roles and permissions system means that unauthorized employees are prevented from accessing inappropriate documents for their level

As a result, Nexus' business has been transformed.

Would you like DocPlace to bring this same transformation to your business?

[Book a demo today!](#)



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