



# UpsideContract

## Version 6.2 (V6.2) Highlights

### Overview

Give your business processes a boost with UpsideContract Version 6.2. The application has been tweaked and enhanced to provide users with more comprehensive functionality. From enriched workflow to increased security, V6.2 is all about providing more options to the user—options to ensure contracts and documents reflect unique business preferences. The following features are included in 6.2.0, 6.2.1, and 6.2.2 which are planned to be released starting from June 2009 (6.2.0).

### Workflow Enhancements

Workflow configuration is much more user-friendly. Users can copy and paste workflow steps and benefit from a more clearly defined end step; steps are now numbered with the ability to indicate sub-steps. Authorized users can restart workflow at the click of a button to troubleshoot any problems that may arise.

### Virtual Listings Enhancements

The Virtual Listings user interface is more intuitive and streamlined with fewer clicks required. The Virtual Listings screen has been enhanced to enable ad hoc reports to be printed displaying search results. This new functionality allows users to create customized reports from selected views.

### Placeholder Improvements

With the abundance of placeholder options available, V6.2 makes it easier for users to organize the placeholders that are most applicable to their business by determining their presentation. If users are unsure of which placeholder(s) to apply, help text is available to aid in the selection process.

### Clear Historic Document Versions

Some companies chose to keep all versions of a document for record-keeping purposes, while others prefer to only keep the final copy. Users now have the option to clear all historic versions of a document at the click of a button.

### Version 6.2 Highlights

- More user-friendly workflow features.
- Ability to create ad hoc reports from Virtual Listing screen.
- Enhanced placeholder organization capabilities.
- Option to clear historic document versions.
- Indicate acceptance of a contract with a simple click of a button.
- New Wizard feature to guide users through document creation.
- Login tracking for increased security.
- Ability to hide confidential clauses in a contract from a user group.
- Full compatibility with Microsoft Word® 2007 and Docx format.
- Ability to edit and select multiple fragments at once.

## Click to Accept

For situations where a contract is straightforward with no negotiation required, users may simply click the 'accept' button to indicate acceptance of contract terms. The accepting party may enter additional information for security verification. This new feature greatly reduces cycle times and allows businesses to focus on more complex contracts.

## Document Creation Wizard

Users have the option to use the Wizard feature when managing Optional Alternatives within the Templates area. A series of questions are presented to guide users through the document creation process from start to finish.

## Security Developments

Additional security features have been added to UpsideContract. As customers have requested further monitoring of user activity, UpsideContract now enables login tracking which records the user logged in, time/date, what actions were taken and IP address. Administrators can also view a report of the tracking information.

In some instances, companies may prefer to keep certain clauses of a contract confidential. The new confidential clause masking feature allows users to restrict viewing and printing of designated clauses.

## Additional Improvements

Other enhancements to UpsideContract V6.2 include:

- Full compatibility with Microsoft Word® 2007 and support for Docx format.
- Template Word® import – ability to import Microsoft Word® documents as templates.
- Multi-select fragments – ability to select and edit properties of multiple fragments at one time.
- Task re-assign for deactivated users – ability to transfer tasks of users who are or will soon be deactivated.

## Conclusion

Benefit from the increased depth of UpsideContract V6.2. With more options to control the way contracts are created and managed, users have greater power to influence the entire business cycle from start to finish. More options, shorter cycles and greater control. Ask an Upside representative about upgrading to UpsideContract V6.2 at [ask@upsidesoft.com](mailto:ask@upsidesoft.com).

**For more detailed information on UpsideContract, visit:**

<http://www.upsidesoft.com/Upside+Software/Products/UpsideContract.htm>

## About Upside Software

Upside Software is the worldwide leader in Contract Lifecycle Management (CLM) solutions. Customers around the globe use Upside Software's suite of products to confidently perform Contract Management, Commitment Management, Sourcing & Procurement, and Invoice & Billing management activities throughout their organizations.

Upside Software's products address the needs of Enterprise (e.g. Fortune 500, Global 2000), Public sector (Federal, State / Provincial, Municipal and Health Care), and Small & Medium Enterprise (SME) customers. Customers realize significant cost savings while improving customer and supplier relationships. Upside Software's solutions are deployed very quickly and typically provide a full return-on-investment (ROI) in well under a year.

Founded in 2000, Upside Software is a profitable (since 2001), rapidly growing software company with an advanced, yet mature, and comprehensive product suite. The company has extensive experience delivering real value to customers (about 300) of every size and in most industry verticals.

*For More Information:*

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