

**INTERGRATED DOCUMENT HANDLING  
AND DISPATCHING SYSTEM**

(CS/129)

Project Report submitted by

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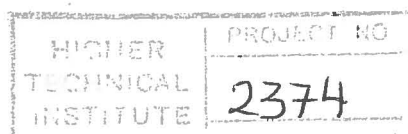
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## SUMMARY

The purpose of the Investigation is the analysis and development of a system that would do the following :

- i. Provide a user friendly environment for creating export, import forms, and keeping track of them, and their movement, in a multiuser environment, that can be used by any Shipping company. Support electronic movement of documents through departments and/or agencies (using diskettes to import/export data).
- ii. Provide Clearing operations, for goods to be imported through the company, again on a multiuser environment.

Due to the extent of this project, it was understood that only one of the two parts would be developed. Initially, in order to have a clear understanding and justification of which one of the two should be selected, an Initial Investigation was done for both parts.

To achieve this purpose, an analysis of an existing system for clearing goods of the "Frangoudis & Stefanou" Company was made (for both parts), then an analysis of a Document Handling system provided by "CM Computers LTD" (for part (i)) was made, and an Initial Investigation was done for both parts.

After a Study of the findings of the Investigation, it has been decided that only **Part I - Document Management System** will be developed.

It has been found that this part is more feasible within the available time limits, given the complexity of Part II.

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