



# Deep Marine Technology

Accounts Payable  
Contracts  
Purchasing

✳️ “Using ImageNow saves our AP staff two to three hours a day in research, retrieval and process time.”

Arhan Dunder  
Business Process Management Director  
Deep Marine Technology

For the past two years, Deep Marine Technology, Inc. (DMT) has been named in the top 10 of Entrepreneur Magazine’s Hot 100 issue of America’s fastest growing companies. Located in Houston, Texas, DMT provides comprehensive subsea services to the offshore oil and gas industry. DMT has quickly grown to become a significant player in the Gulf of Mexico and now includes the Deepwater Construction Group, Commercial Diving Group, DOV Group and Intervention Systems Group.

The company’s rapid growth and commitment to technology drove it to look for ways to improve business processes and promote future growth. Wanting to improve document access and create an audit trail for better document controls in the purchasing and accounts payables areas, DMT implemented ImageNow document management, imaging and workflow solution from Perceptive Software.

“The workflow management capabilities were the main reason we chose ImageNow,” says Arhan Dunder, business process management director at DMT. “We also liked the ease of integrating ImageNow with other applications.”

Perceptive Software’s patented LearnMode™ technology allows DMT to integrate ImageNow quickly and nonprogrammatically with any of its business applications, including Microsoft Dynamics™ SL, Microsoft Office applications and in the future, Microsoft Dynamics CRM business software.

Careful project planning between the DMT and Perceptive Software project teams led to a smooth implementation, and training at Perceptive Software’s headquarters equipped Dunder with the resources and knowledge needed to train his colleagues.

## Streamlining Paper Processes

Before implementing ImageNow, it was not uncommon for accounts payable clerks to have to chase down project managers for project code assignments or other information about an invoice. Similarly, project managers had to physically track down the right AP clerk to search through drawers of documents to find what they needed.

Using ImageNow, all invoices and POs are scanned or imported into ImageNow and linked to the associated transaction or project record. Project managers and AP clerks have instant access to documents at any time, from anywhere. Integration with DMT’s business applications allows employees to retrieve the invoices and documents associated with a project directly from the business application screen, without having to search through folders for the right document.

“Using ImageNow saves our AP staff two to three hours a day in research, retrieval and process time,” Dunder says.

DMT uses ImageNow Workflow to electronically route invoices to the appropriate project manager for review and approval. Project managers are alerted by e-mail when invoices arrive in their queues for processing.

Using ImageNow Workflow tools, managers can easily track invoices based on the project manager assigned to the job, or determine how long documents sit in various queues. Higher visibility and tracking of documents gives managers more accurate information on team performance and allows them to make process adjustments.

ImageNow Workflow also allows DMT to implement best practices and tighter controls on the approval process. DMT has established approval rules that automatically route invoices over a certain dollar amount to the appropriate level of management.

**Document Control**

Keeping track of the large amount of procedural documents, manuals, forms and contracts involved with DMT projects is a challenge under a paper-based system, and effectively managing the e-mail and various versions of electronic files stored on the company's network drive is a difficult task.

After experiencing the positive results of the accounts payable deployment, DMT is turning to ImageNow document control features to organize and manage various versions of contracts and other documents, creating an audit trail and version history of documents.

The ability to access version control on documents, check in and check out documents, as well as digitally sign documents, will give DMT complete control and audit capabilities over any document in ImageNow.

"One of the biggest benefits of ImageNow is the ability it gives us to track the history of a document," Dundar says. "We have a better audit trail and better controls in terms of research capabilities and document recovery."

**Managing the Solution for the Future**

Since the ImageNow implementation, DMT has experienced many benefits and few problems with the software. Dundar has been pleased with the quality of Perceptive Software's Worldwide Product Support team, and the two companies enjoy a tight relationship. The administration of ImageNow has proven to take little effort and many issues can be resolved independently.

"Administering ImageNow is easy, so we don't have to depend on Perceptive Software consultants," Dundar says. "That is a great benefit because we wanted to be as independent as possible in terms of troubleshooting and maintaining the system ourselves."

As DMT continues to grow, it will expand the solution to maximize the benefits it is already experiencing. It plans to use ImageNow in human resources to track resumes, and manage training documents and certifications. In addition to HR processes, DMT plans to expand the use of ImageNow to manage contracts for prospective projects, as well as bidding, estimating, budgeting and other project management needs.



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**Quick Stats**

- Headquarters: Houston, Texas
- Integration: Microsoft Dynamics SL
- Founded: January 2002
- Employees: 300

**The Challenges**

- ▶ Improve document access
- ▶ Create process efficiencies to sustain business growth
- ▶ Streamline invoice approval processes
- ▶ Integrate document management with various business systems
- ▶ Increase document control

**The Results**

- ▶ All documents in ImageNow are instantly available to authorized users
- ▶ Employees route invoices through workflow using standardized best practices
- ▶ Universal integration provides access to documents from any business application
- ▶ Version control, audit trails and other document management features provide greater document control

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