

ensur is an easy-to-use, commercial-off-the-shelf, web-based Document Control and Quality Management Software System that will dramatically improve the efficiency of your current paper based or uncontrolled electronic file based process.

ensur helps you exceed your regulatory compliance goals regardless of the entity that oversees them. Be it the FDA, ISO, SQF, OSHA, and others; ensur keeps you compliant while reducing your operating costs.

ensur's multi-layered security model and comprehensive audit trail keeps your documents safe. You will be able to see every action and who conducted it within a few clicks. ensur gives you the ability to limit the actions and content your employees can create or view. Most importantly, ensur takes away the worry that your employees are working with obsolete documents. The intuitive interface and ease of use will keep your employees productive and reduce the waste and cost of your existing system or manual process.















From purchase to go-live, the Mystic Management team is ready to help you exceed your quality goals through superior service and support.

Don't let quality be the missing piece



-  **Comprehensive Security Model**
-  **Electronic Signatures**
-  **Change Management**
-  **Specification Management**
-  **Revision Control**
-  **ISO/FDA Compliant**
-  **Configurable Workflow**
-  **Interactive Web Forms Designer**
-  **CAPA Management**
-  **Electronic Training Records**
-  **Easy to Learn User Interface**
-  **Training Comprehension Assessments**
-  **Audit Trails**
-  **Automatic PDF Generation**



-  **Personalized To-Do Lists**
-  **Action Item Management**
-  **Controlled Printing**
-  **Bill of Material Management**
-  **Extensive Search Capabilities**
-  **Document Binding and Publishing**
-  **Vendor/Supplier Collaboration**
-  **Analytical Reporting Capabilities**
-  **E-mail Notifications**
-  **Public Searches**
-  **Adverse Event Handling**
-  **Deviation Tracking**
-  **PDF Overlays and Watermarking**
-  **Comprehensive Linking Model**

"A great product that has saved us time and kept us compliant with the FDA and ISO. Great for multiple locations and business units."

Roland Bessette - Inverness Medical Innovations

Contact us to begin working on your own testimonial +1.860.887.2900 • info@mysticmsi.com



Mystic Management Systems has been providing reliable trusted solutions to companies from the Fortune 500 to small businesses since 1983. Mystic Management Systems, Inc. was born out of the Tylenol™ scares of the early 1980s, to help companies quickly find their products and assess safety and quality. As the use of computers in business has expanded beyond simple calculating machines to an integral part of business intelligence, Mystic Management Systems has grown with the market and always adjusted to the needs of our customers. What started as a small Connecticut business has grown into a global business with customers in Asia, Australia, Europe, Mexico, and North America. www.mysticmsi.com

ensur is a value-packed solution that includes the following features at no additional cost:

ensurAutoPDF - *Automatic PDF Generation*

Automatically converts Microsoft Office documents into a PDF upon check-in. This keeps your original and published content in perfect synchronization.

ensurBroker - *Shared Content*

Embed dynamic hyperlinks within a corporate portal, website, email, or document to retrieve Current content from your *ensur* repository. These links refresh themselves as documents are revised; always returning the current revision.

ensurCAPA - *Corrective and Preventive Action*

Grants you the power to easily create corrective action and preventive action requests along with the ability to track nonconformities and perform root cause analysis. CAPAs can be linked to any other quality item within *ensur* and can also have supporting material attached such as videos, audio, and email. Combined with *Action Items*, this module allows many different teams to be involved in solving and correcting quality issues.

ensurChange - *Change Control*

Essential to any quality management system is change control. Our Change Request and Change Order maximize the efficiency and productivity of your change control process.

ensurDCS - *Document Control*

Document Control is the core underlying theme throughout all aspects of *ensur*. From its revision control and intuitive lifecycle, to electronic signatures, to periodic review, each aspect can be utilized to streamline your organization's business processes.

ensurDocTraining - *Comprehension & Compliance*

Assign document training to users, build quizzes to test their comprehension, and apply all the results to a document training record.

ensurFind - *Full Context Searching*

Provides users with the ability to quickly search for words or phrases in your Microsoft Office and PDF content.

ensurForms - *Web Based Form Designer*

A hassle free web-form creation engine that can build any business form, specification, or other form you wish to create where the importance of consistent data entry and retrieval is paramount.

ensurIncident - *Incident and Adverse Events*

Works in unison with *ensurCAPA* to help resolve investigations, complaints, and deviations that may arise through audits, product returns, and customer complaints.

ensurMail - *Managed Notifications*

Simple to use module for system notifications. Manage and monitor the distribution of your communications through queues. Also offers the ability to configure the content of your messages.

ensurMigrate - *Data Migration*

Just the right tool to move your legacy data into *ensur*. *ensurMigrate* will bring the code, revision, signatures, and other meta-data of your choice into *ensur*.

ensurMultiSite - *Multiple Location Management*

With a centralized repository, *ensurMultiSite* takes your configuration and repository control one step further. By presenting your organization with a global enterprise content management approach, you can help grow your user base globally or across departments.

ensurPDF - *Controlled Printing and Watermarking*

Watermark your content with meta-data, images, and other information when users view, print, or distribute content. This module allows you to design your headers and footers as well as keep control over PDF functions such as print, copy, and edit.

ensurPublish - *External Content Publishing*

Lets you automatically have content which reaches Current status copied out of *ensur* to a fileshare location of your choice.

ensurQuiz - *Competency Verified*

The ability to test users on their understanding of quality documents and classroom training content is crucial when it comes to compliance. The Quiz designer allows you to establish quiz questions and monitor results in real time.

ensurReport - *Ad-hoc Reporting*

Define your reporting requirements and leave the rest to us. We'll put custom reports at your fingertips.

ensurTMS - *Scheduled Training Management*

Define training requirements, manage rosters, test comprehension and track results. *ensurTMS* can build courses, manage your students, test knowledge and deliver training packages based around your employees' job titles.

