



PowerDMS

SINGLE PLATFORM FOR
**COMMUNICATION, ACCOUNTABILITY,
& TRANSPARENCY**

Our Mission

Born out of a need to simplify mountains of compliance paperwork, PowerDMS has a long history of helping law enforcement streamline the management, distribution, & tracking of crucial information.

Today more than 3,500 Law Enforcement Agencies trust our cloud-based software to help them reduce risk, drive accountability, improve processes, and increase public trust & transparency.



For Law Enforcement

With increased litigations, frequent changes in law, push towards accreditation, and demand for greater transparency, agency leaders need a better way to **(a)** quickly and correctly update rules & practices **(b)** inform, educate, and measure understanding **(c)** keep perfect records, ensure compliance, and report on key measures.

This means, especially now with widespread budget cuts, agencies are being stretched to do more with less.

Enter PowerDMS. We help agencies reduce the cost and complexities of managing, updating, communicating, and educating staff on new information and changes. Providing a “Single Source of Truth” for access, distribution, and records keeping which improves the protection of your community, agency, and employees.



Feature Overview



Content Management

- Centralize & Organize
- Version Control
- Search & Security
- Distribution & Signature
- Knowledge Testing
- Email & Mobile Alerts
- Custom Workflows
- Review-Cycles
- Connected content
- Unlimited Archiving
- Admin Dashboards
- Advanced Reporting
- Employee Profiles

Training Management

- E-Courses
- Field Training
- Classroom Training
- Training Requests
- Cert/Qual Tracking
- Equipment Tracking
- Training Hours
- Tests & Surveys
- Dashboards & Reports

Public Transparency

- Website Linking
- Folder Tree View
- Auto Updating
- Direct Control
- No Gatekeepers

Accreditation

- Link Policies
- Attach Proofs
- Highlight sections
- Schedule Tasks
- Set Statuses
- Run Reports
- Conduct Assessments

Technical Highlights



- Supports Word, Excel, PowerPoint, PDF, Images/Videos
- Unlimited Storage
- Access from any internet-enabled device
- Free Mobile Apps - iOS & Android
- Active Directory integration for authentication of user/group management
- Single-Sign-On capabilities (add-on option)
- Multi-geographic, U.S.-based data centers powered by Amazon Web Services GovCloud (US)
- Full disaster recovery processes including real-time replication to failover production site
- Production infrastructure housed in SOC2 assessed data centers
- CJIS & HIPAA Policy Compliance

PowerDMS

Customer Success

At PowerDMS, helping you achieve your business goals is our top concern. That's why instead of having a **customer service department**, we employ a Customer Success Team dedicated to ensuring your success.

PowerDMS Support - Unlimited / Ongoing

- Unlimited project-management & training via dedicated Customer Success Advisor
- Unlimited technical resources to assist with content import, user/group sync, etc
- Unlimited Access to PowerDMS University - focused training courses
- Unlimited Access to PowerDMS Success Communities
- Unlimited access to our in-house Customer Support Desk



PowerDMS

PowerDMS®

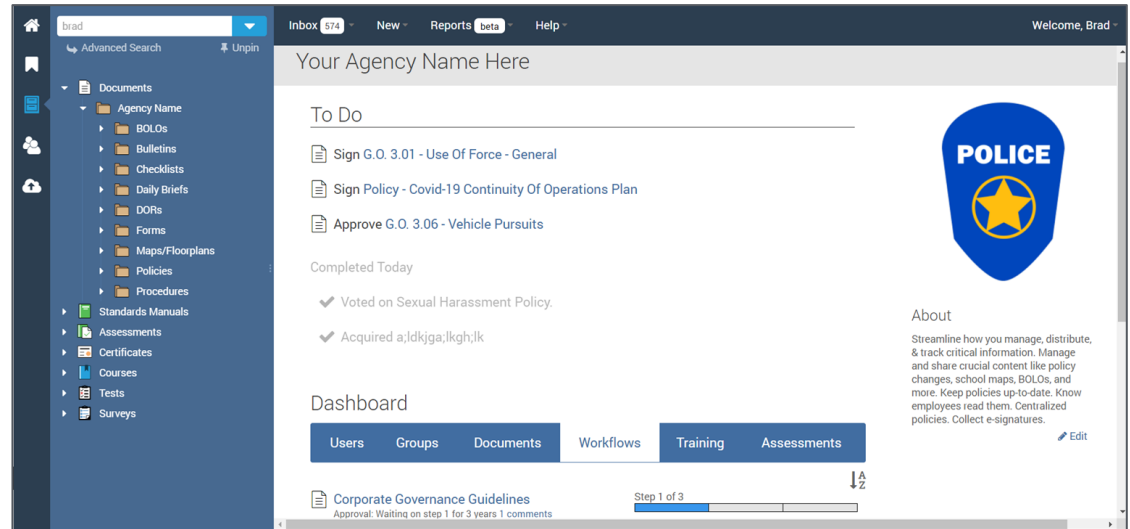


About our Product

Single Source of Truth

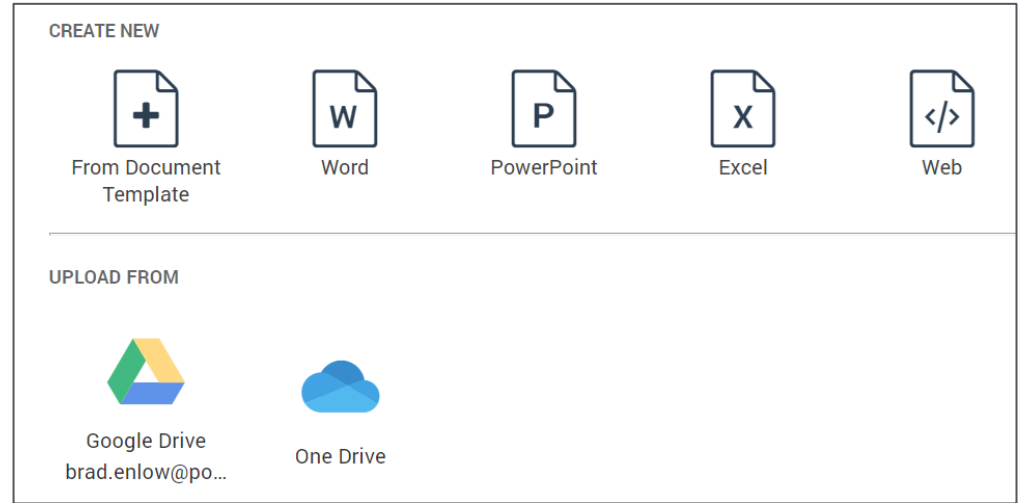
With PowerDMS, you can import, connect, create, distribute, & track all crucial information, content, & training.

This creates a **single source of truth** to locate, notify, manage, track, and report.



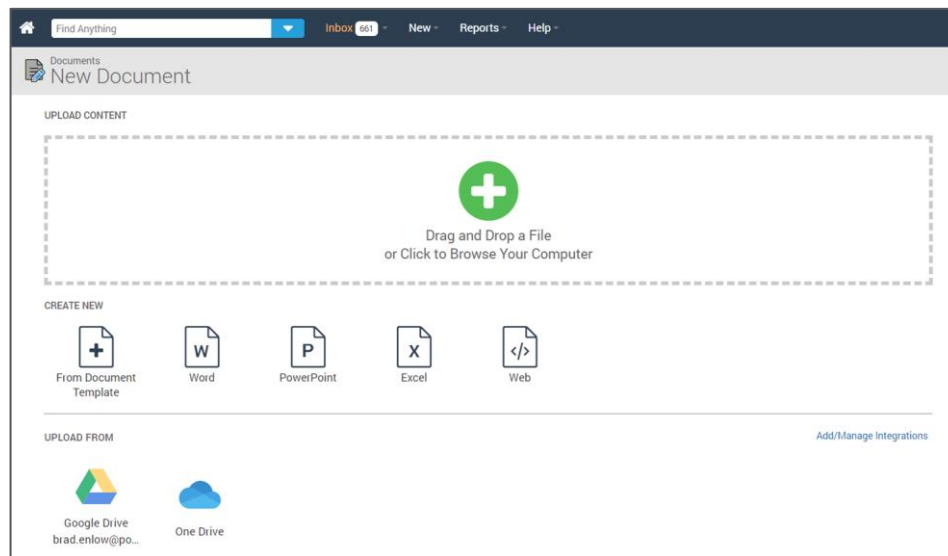
Integrations & Import

Uploading & editing made easy with integrations to **Microsoft Office, Office365, One-Drive, & Google Drive.**



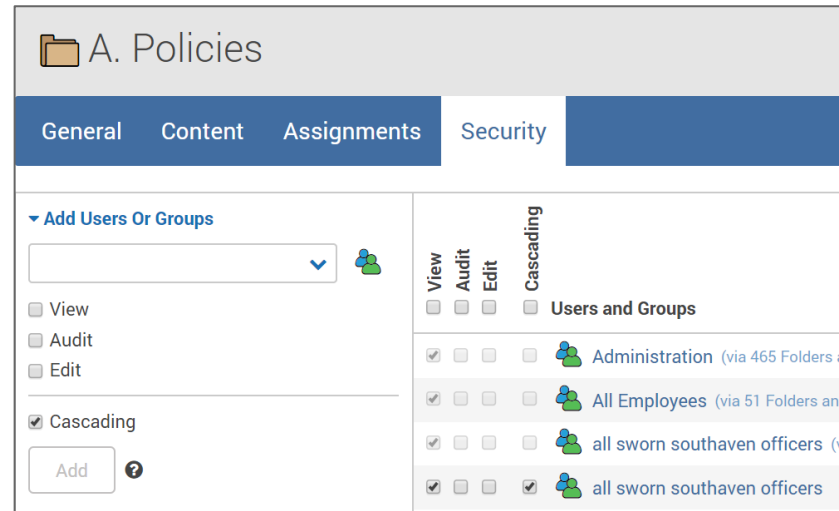
Drag-and-Drop Upload

Or, better yet, simply
drag & drop or create new
documents directly in PowerDMS



User Permissions

PowerDMS provides a simple way for admins to customize user/group permissions, & assignments to ensure **complete content control** content in your site.



A. Policies				
General	Content	Assignments	Security	
▼ Add Users Or Groups				
<input type="text"/>				
<input type="checkbox"/> View				
<input type="checkbox"/> Audit				
<input type="checkbox"/> Edit				
<input checked="" type="checkbox"/> Cascading				
<input type="button" value="Add"/> ?				
View	Audit	Edit	Cascading	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Users and Groups
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Administration (via 465 Folders and
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All Employees (via 51 Folders and
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	all sworn southaven officers (v
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	all sworn southaven officers

Workflows

PowerDMS simplifies development and approval process, allowing administrators to set a routing structure for document reviews, commenting, edits, or approvals. You can also create standard workflow templates to ensure **consistent business processes**.

Start this workflow based on an existing template:

Start ↓

Step 1 ↓

Step 2 ↓

Step 3 ↓

[+ Add Another Step](#) [Help With Workflow Steps](#)

Finish

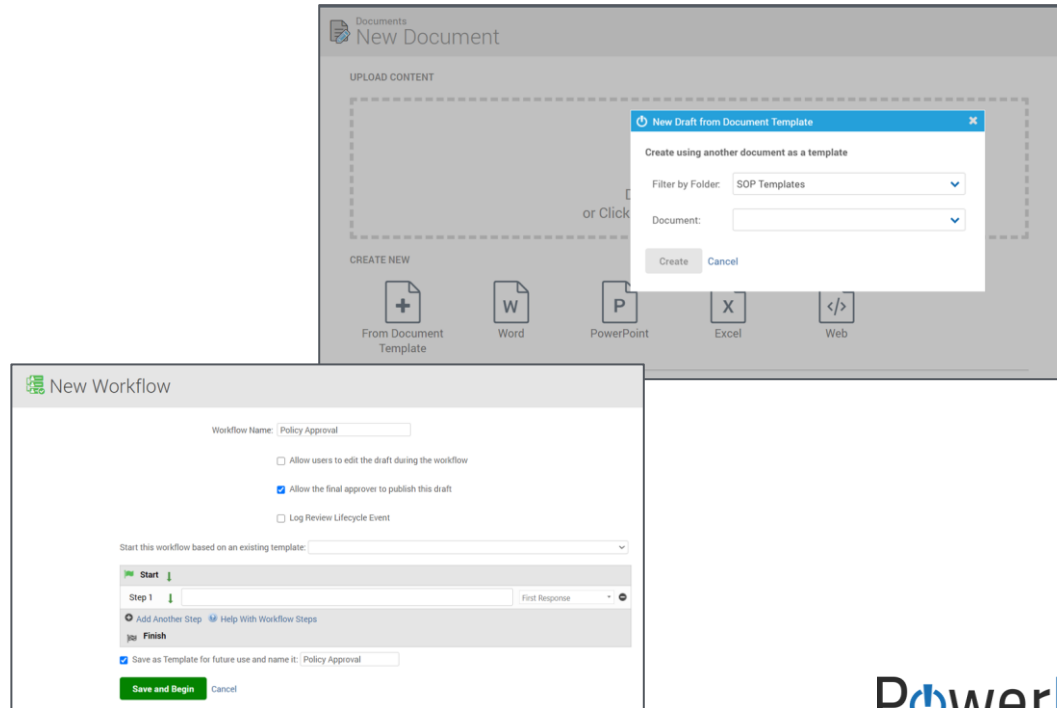
☒ Save as Template for future use and name it:

Save and Begin

Cancel

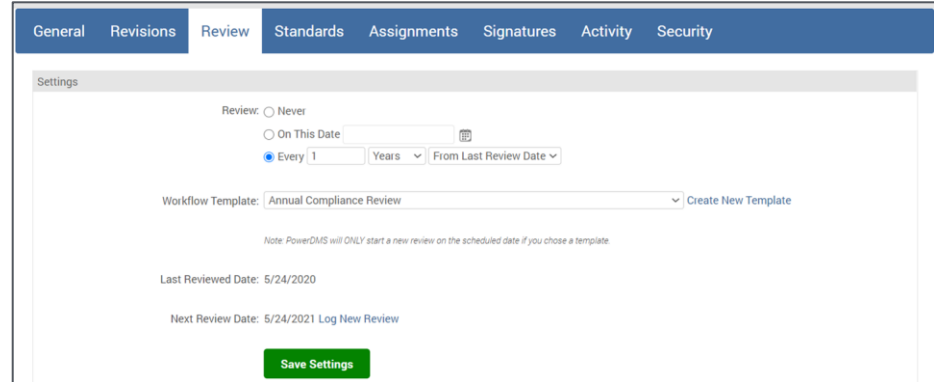
Custom Templates

Import or create custom document & workflows templates to ensure **control** & **streamline processes**.



Schedule Periodic Reviews

Schedule one-time or recurring reviews by date or simply by the last review to **ensure documents are kept updated and in compliance.**



The screenshot shows the 'Review' settings page in the PowerDMS application. The top navigation bar includes tabs for General, Revisions, Review (active), Standards, Assignments, Signatures, Activity, and Security. The 'Settings' section is titled and contains the following options:

- Review:** Radio buttons for 'Never' and 'On This Date'. The 'On This Date' option is selected, with a calendar icon to its right.
- Frequency:** A radio button for 'Every' is selected, followed by a text input field containing '1', a 'Years' dropdown menu, and a 'From Last Review Date' dropdown menu.
- Workflow Template:** A dropdown menu showing 'Annual Compliance Review' with a 'Create New Template' link to its right.
- Note:** A small text note stating: 'Note: PowerDMS will ONLY start a new review on the scheduled date if you chose a template.'
- Last Reviewed Date:** Displayed as '5/24/2020'.
- Next Review Date:** Displayed as '5/24/2021' with a 'Log New Review' link.
- Save Settings:** A green button at the bottom.

Track Changes & Real-Time Editing

PowerDMS offers side-by-side comparison and a discussion tab for simple collaborations.

When you need more, use **track-changes & real-time editing** of our Microsoft Office & Google Drive integrations.


The screenshot shows the 'Info' tab of a workflow. At the top, there are tabs for 'Info', 'Discuss', and 'Workflows'. Below the tabs, the date 'Friday, August 31, 2018' is displayed. A blue header bar indicates the workflow started at 4:49 PM. A comment box shows the text 'Everything looks great!' with a 'Post comment - basic user' button below it. Below the comment, a draft titled 'Do you Approve or Deny this draft of Document Powerdms Sexual Harassment Policy?' is shown. It includes fields for 'Username' (filled with 'user') and 'Password' (filled with dots). There is an 'Add Optional Explanation' link and two buttons: 'Approve' (green) and 'Deny' (white).

This screenshot shows the 'Discuss' tab of the same workflow. It displays a history of comments. The first comment is 'Everything looks great!' by 'basic user' at 5:03 PM. The second comment is '@basic: Actually, I found one area that needs a correction.' by 'basic user' at 5:03 PM. Below the comments, the same draft for approval is shown, with the 'Approve' button highlighted in green.

Side-by-Side Comparison

PowerDMS provides a unique side-by-side comparison feature allowing users to compare edits and updates of any document version, **highlighting what has been added, deleted, or revised.**

The screenshot displays the PowerDMS interface for comparing two versions of a document titled "Sexual Harassment Policy". The interface includes a top navigation bar with a search field, "Inbox", "New", and "Help" buttons, and a "Welcome, basic" message. Below the navigation bar, a "Comparing files" window is open, showing a "Change 0 of 4" dropdown, "Last Signed", "Side by Side" (selected), and "Published" tabs, along with a "Scroll Lock" button. The main content area is split into two panels, each displaying the document content side-by-side. The document structure includes a header with a PowerDMS logo and a table with metadata (Department: Human Resource, Version No.: 1.0, Revision Date: February 09, 2015). Below this is a "Related Documents" section with a link to "Sexual Harassment Complaint Form". The main body of the document is divided into sections: "I Purpose" and "II Sexual Harassment Defined". In the "II Sexual Harassment Defined" section, the text "new text here" is highlighted in green in the right panel, and "presentation" is highlighted in yellow in the right panel. The left panel shows the original text without these highlights.

Sexual Harassment Policy		
	Department:	Human Resource
	Version No.:	1.0
	Revision Date:	February 09, 2015

Related Documents: [Sexual Harassment Complaint Form](#)

I	Purpose	The policy of PowerDMS is that all staff be fully responsible for the safety of the
II	Sexual Harassment Defined	Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexually harassing nature, when: (1) the harassment is new text here made either explicitly or implicitly a term or condition of employment; (2) submission to or rejection of the harassment is used as the foundation for employment decisions affecting the individual; or (3) the harassment has the determination or effect of arbitrarily interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Audit Trail

A complete history of every document is tracked in our system, including changes, review/approval comments, status, and signature history. We also store and track who has **read, signed, edited, and approved** each version of a document.

Templates
Meeting Minutes Template [View Document](#)

General Revisions Review Standards Assignments Signatures **Activity** Security

Activity Types: **All Types** User:

Between: and

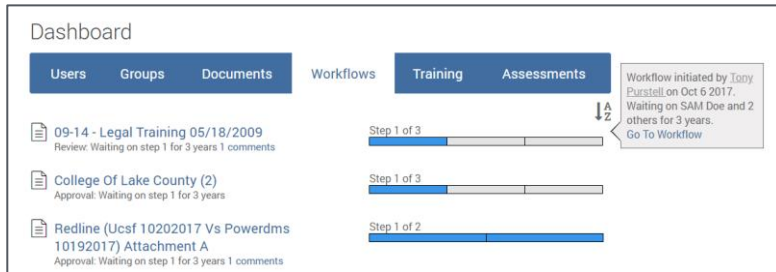
User	Activity	Activity Date	Revision Date	Status	Details
John Smith	Revision Status Change	11/21/2018 1:40 PM	11/21/2018 1:39 PM	Status changed from: Draft to Publish	
John Smith	Revision Created	11/21/2018 1:39 PM	11/21/2018 1:39 PM		
John Smith	File Saved	11/21/2018 1:39 PM	11/21/2018 1:39 PM		
John Smith	Document Created	11/21/2018 1:39 PM			

Page: 1 of 1 Page size: 4 Item 1 to 4 of 4

Reports & Dashboards

Our built-in reporting tool gives you the power to see the **full history of actions** for a particular piece of content – who has signed it, who needs to sign it, and any document review steps. These reports can be viewed within PowerDMS, or they can be exported to Excel.

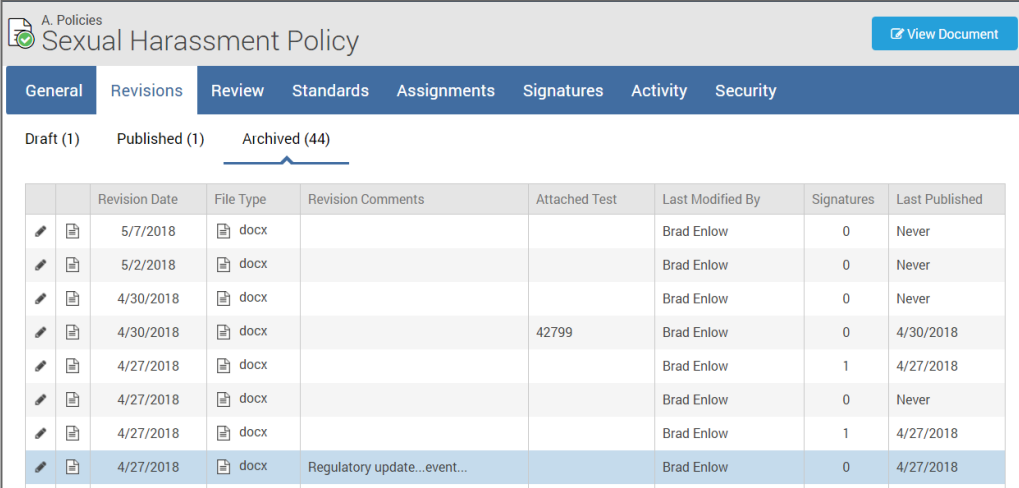
The Report Builder interface features a top navigation bar with tabs for Documents, Certificates, Courses, Standards, Tests, Surveys, and Users. Below this, there's a 'Report Type' section with radio buttons for Document Summary (selected), Signature Summary, Signatures, Signatures Needed Summary, Signatures Needed, Documents For Review, and Document Workflow Actions. To the right is an 'Add Criteria' section with dropdown menus for Document, Folder, and Tagged With, and a text input for Description. At the bottom right are 'View' and 'Download' buttons.



Version Control

PowerDMS includes **automatic version control features**. When a policy is updated and approved, the previous version is archived and the new version is published.

Administrators can access the draft & archived versions along with the complete audit history to provide evidence of compliance.



The screenshot displays the 'Sexual Harassment Policy' document in the PowerDMS system. The interface includes a top navigation bar with tabs for 'General', 'Revisions', 'Review', 'Standards', 'Assignments', 'Signatures', 'Activity', and 'Security'. Below the navigation bar, there are three sub-tabs: 'Draft (1)', 'Published (1)', and 'Archived (44)'. The 'Archived' tab is currently selected, showing a table of revision history.

		Revision Date	File Type	Revision Comments	Attached Test	Last Modified By	Signatures	Last Published
		5/7/2018	docx			Brad Enlow	0	Never
		5/2/2018	docx			Brad Enlow	0	Never
		4/30/2018	docx			Brad Enlow	0	Never
		4/30/2018	docx		42799	Brad Enlow	0	4/30/2018
		4/27/2018	docx			Brad Enlow	1	4/27/2018
		4/27/2018	docx			Brad Enlow	0	Never
		4/27/2018	docx			Brad Enlow	1	4/27/2018
		4/27/2018	docx	Regulatory update...event...		Brad Enlow	0	4/27/2018

Anytime, Anywhere Access

PowerDMS is accessible from any internet-enabled device. A **mobile app** is available for iOS and Android phones and tablets that allows employees to search for, view, and sign policies using the mobile app.



Public Facing Documents

Securely select and **instantly publish** specific policies, records, videos, forms or information directly to your website.

Automatic updating to your website when a new version is published within your PowerDMS site.



Publish Content Instantly



Simplify Information Sharing



Update Policies Automatically

Enable Public Link: ☐ Not Public
☒ Public

The published revision of this document is now available on your public document page. Draft revisions must be published before they can be made public.

Public Documents Page

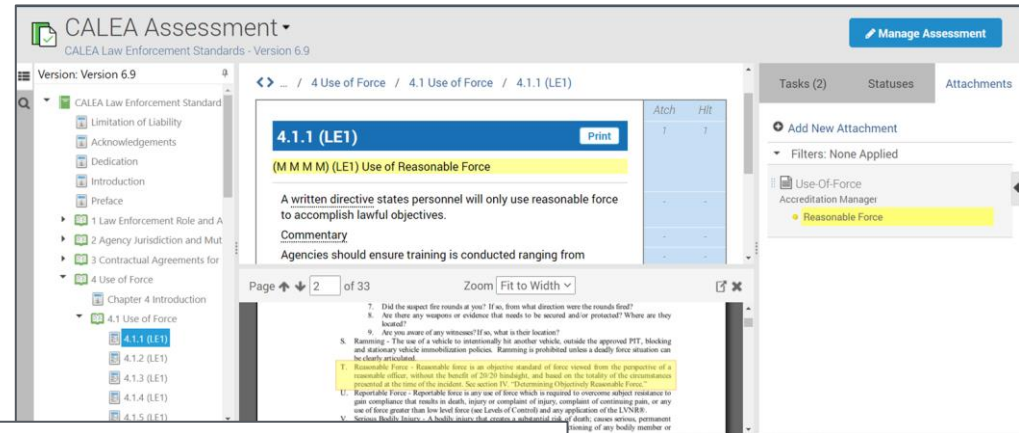
Public Link: <https://www.powerdms.com/public/LAWENF2/documents/1137123> [Copy](#)

Internal Link: <https://powerdms.com/link/LAWENF2/document/?id=1137123> [Copy](#)

Accreditation Management

PowerDMS partners with the state and national accrediting bodies to **help agencies attain & maintain accreditation.**

Map policies & proofs to specific accreditation standards, schedule one-time or recurring compliance tasks, set compliance statuses, run advanced reports, & collaborate remotely.



Related Standards

[1.1.2 \(LE1\)](#), [4.1.2 \(LE1\)](#), [4.1.5 \(LE1\)](#),
[4.2.1 \(LE1\)](#), [4.2.2 \(LE1\)](#), [11.1.1 \(LE1\)](#),
[11.2.1](#), [11.3.4](#)

Training Management



Easy, Effective
Online Training

[Learn More](#)



Ensure Training
Retention

[Learn More](#)



Certify Training
Success


[Learn More](#)

Electronic Courses

Create custom courses to assist with **employee onboarding and ongoing training requirements**.

Schedule & assign recurring courses with email notifications.

Track records & report on key categories (IE. Use of Force, Bias, Pursuite, etc.)

	XYZ POLICE DEPARTMENT POLICY AND PROCEDURE GENERAL ORDER	Distribution	General Order Number
		ALL PERSONNEL	3.01
Order Title: USE OF FORCE – GENERAL	Accreditation Standard: POSTC 1.14.1, 1.14.2, 1.14.3, 1.14.4, 1.14.7	Original Issue Date MM/DD/YY	Reissue/Effective Date MM/DD/YY
		Section 3	
Rescinds:	Section Title RULES OF CONDUCT		. Chief of Police

This General Order is for departmental use only and does not apply in any criminal or civil proceeding. This General Order should not be construed as creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this General Order will only form the basis for departmental administrative sanctions. Violations of law will form the

In-Person Training

Create in-person trainings and either assign directly or allow staff to pick-and-choose which options works for their schedule.

Track & report on **attendance, performance, fees, & course content** records across current & past employees.

The screenshot displays the '10000001 - Use of Force - Example Course' configuration interface. The top navigation bar includes 'General', 'Content', 'Fees', 'Seats', and 'Security' tabs, with 'General' currently selected. On the right, there are buttons for 'View Enrollment Page' and 'Design Course'. The main form area contains the following fields:

- Section Number:** 001
- Credit Hours:** 3.000
- Location:** Office A Room B
- Start Date/Time:** 8/10/2020 12:00 A
- End Date/Time:** 8/11/2020 12:00 A
- Approval Workflow:** (None)
- Maximum Seats:** Unlimited
- Instructor(s):** Doe, Jon (Jon.Doe9999)
- Tagged With:** CUSTCB - Use of Force
- Instructions:** Please bring XYZ with you...

A yellow banner at the bottom of the form states: 'Draft: This course section is currently in draft mode.' Below this are 'Save', 'Publish', and 'Clone' buttons. On the right sidebar, the 'Master Course' section shows '001 - 0 / Unlimited' and 'Open Dates'. A note indicates: 'No sections are accessible while the Master Course is in draft mode.' At the bottom right, there is a 'New Section' button.

Asset Tracking

Assign & track certificates, licenses, & equipment.

Report on what's coming up, overdue, and completed by specific item, type, user, or group.

Always know who has what and who needs what.

The image displays two screenshots of the PowerDMS Asset Tracking interface. The top screenshot shows the 'Report Builder' screen, which includes a navigation bar with tabs for Documents, Certificates, Courses, Standards, Tests, Surveys, Users, Content Hub, and Analytics (beta). Below the navigation bar, there are sections for 'Report Type' and 'Add Criteria'. The 'Report Type' section has radio buttons for 'Needed', 'Awarded' (selected), and 'Credit Hour Summary'. The 'Add Criteria' section has dropdown menus for 'Certificate' and 'Certificate Type' (set to 'Issued Equipment'). Below these are fields for 'Award Date Range', 'Expire Date Range', 'User', 'Location', 'Job Title', 'Member of Group', and 'Include Archived Users' (checkbox). There are 'View' and 'Download' buttons at the bottom right.

The bottom screenshot shows the 'New Certificate' screen, which has a navigation bar with tabs for General, Expiration, Properties, Courses, Assignments, Users, and Security. The 'General' tab is active. It includes fields for 'Name' (XYZ Firearms Qualification), 'Credit Hours' (3.0), 'Description', 'Certificate Type' (Firearms quals), 'Inbox Alert' (30 days before expiration), 'Tagged With', and 'Instructions'. There is a 'Save' button at the bottom.

Training Requests

Create a course catalog for staff to enroll to or request from.

Automate training requests & approvals for external training.

New Training Request

☒ Search the course catalog to find a course to request.
☐ The course I wish to attend does not exist.

Next

New Training Request

* Course Name:

* Description:

* Location:

* Start Date: * End Date:

Fees

+ Add New Fee

Type	Description	Quantity	Unit Price	Total
No fees have been created.				

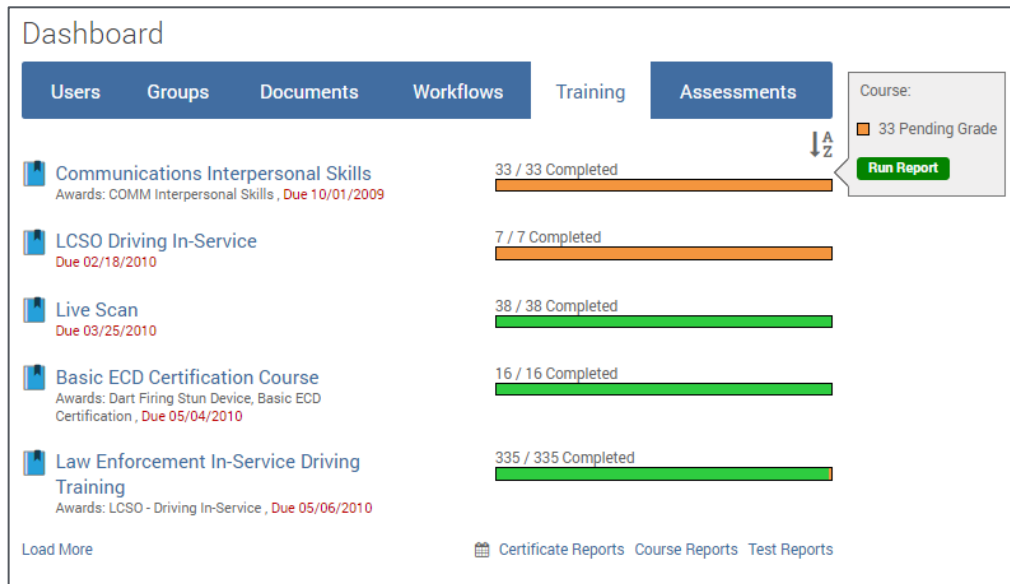
Browse

Next

Admin Dashboards

Custom admin-dashboards
based on top concerns.

Keep informed of key areas,
staff, or groups that are falling
behind.



Reports & Records

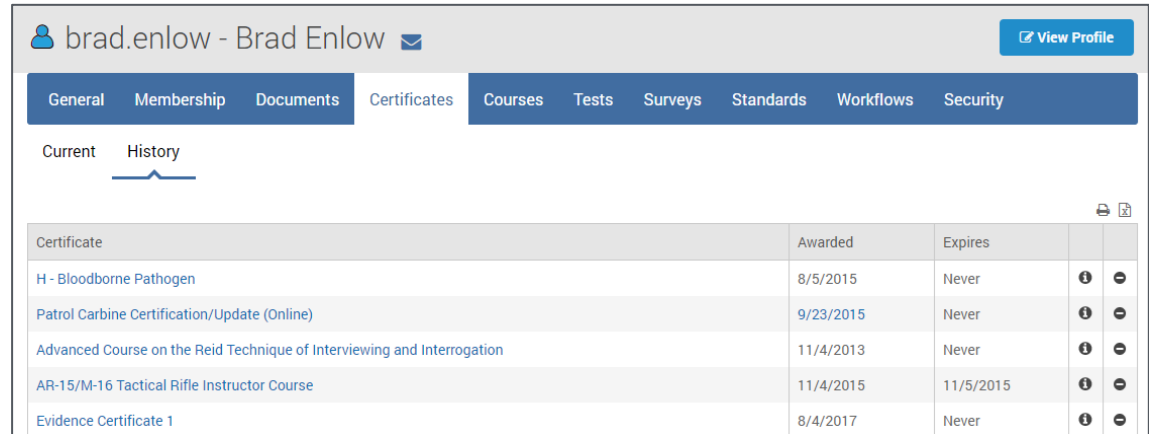
Run **advanced reports** on assets, courses, tests, & surveys.

Centralize all **employee records** into a single platform.

The screenshot displays the 'Report Builder' interface. At the top, there is a navigation bar with tabs: Documents, Certificates, Courses, Standards, Tests, Surveys, Users, Content Hub, and Analytics (marked as beta). Below this, the 'Report Type' section on the left lists several report categories with radio button selection: Student Records (selected), Credit Hour Summary, Attendance Summary, Course Summary, Instructor Credit Hours, Instructor Sections, and Fees Summary. To the right of the report types is an 'Add Criteria' section containing various filters: Course (dropdown), Course Type (dropdown), Status (checkboxes for Pass, Fail, In Progress, Pending Grade, Pending Approval, and Not Started), Started Date Range (calendar pickers), Completed Date Range (calendar pickers), Show Recordless Users (checkbox with help icon), User (dropdown), Location (dropdown), Job Title (dropdown), Member of Group (dropdown), Include Archived Users (checkbox), and Tagged With (dropdown). At the bottom right, there are 'View' and 'Download' buttons.

Employee Profiles

Quickly access & download
**current & past employee
records** across all categories in
a central location.



The screenshot shows the 'Employee Profile' page for 'brad.enlow - Brad Enlow'. The page has a top navigation bar with tabs: General, Membership, Documents, Certificates, Courses, Tests, Surveys, Standards, Workflows, and Security. The 'Certificates' tab is selected. Below the tabs, there are two sub-tabs: 'Current' and 'History'. The 'History' sub-tab is active. A table displays the employee's certificate history. The table has columns for 'Certificate', 'Awarded', 'Expires', and two columns for actions (represented by icons). The table lists five certificates: 'H - Bloodborne Pathogen', 'Patrol Carbine Certification/Update (Online)', 'Advanced Course on the Reid Technique of Interviewing and Interrogation', 'AR-15/M-16 Tactical Rifle Instructor Course', and 'Evidence Certificate 1'.

Certificate	Awarded	Expires		
H - Bloodborne Pathogen	8/5/2015	Never	📄	⌵
Patrol Carbine Certification/Update (Online)	9/23/2015	Never	📄	⌵
Advanced Course on the Reid Technique of Interviewing and Interrogation	11/4/2013	Never	📄	⌵
AR-15/M-16 Tactical Rifle Instructor Course	11/4/2015	11/5/2015	📄	⌵
Evidence Certificate 1	8/4/2017	Never	📄	⌵



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