

DOCVIA – Full Functional Specification

Document Management & Archiving System (DMS)

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Contents

1 General Overview	3
2 Target Users	3
3 Deployment Modes	3
3.1 Standalone Mode	3
3.2 Company / Network Mode	3
4 Authentication & Security	3
4.1 User Authentication	3
4.2 License Protection	4
5 User Roles & Permissions	4
5.1 Roles	4
5.2 Permission System	4
6 Admin Dashboard	4
6.1 Administration Panel	4
6.2 System Settings	4
7 Document Management	5
7.1 Document Upload	5
7.2 Metadata Management	5
7.3 Document Preview	5
8 Folder & Classification System	5
9 Search & Retrieval	5
9.1 Search Engine	5
9.2 Performance	6
10 Workflow Management	6
10.1 Workflow Definition	6
10.2 Workflow States	6
10.3 Notifications	6
11 Audit Trail & Logging	6
12 Version Control	6

13 Backup & Recovery	7
14 Export & Reporting	7
14.1 Export	7
14.2 Reports	7
15 Performance & Scalability	7
16 Technology Stack	7
17 Licensing & Pricing	7
18 Future Extensions	8
19 Branding	8

1 General Overview

DOCVIA is a professional desktop document management system designed for companies and institutions to digitize, organize, secure, and control documents locally on Windows machines, with optional network usage. The software is distributed as an EXE application, protected by a license key based on the machine MAC address, and supports SQLite or MySQL databases depending on deployment needs.

2 Target Users

- Small & Medium Enterprises (SMEs)
- Accounting firms
- Law firms
- Engineering offices
- Medical clinics
- Schools & Training centers
- Public and private administrations

3 Deployment Modes

3.1 Standalone Mode

- Local EXE installation
- SQLite database
- No internet required
- One license per machine

3.2 Company / Network Mode

- Central MySQL database
- Multiple client machines
- Centralized administration
- Unlimited keys per company (Enterprise License)

4 Authentication & Security

4.1 User Authentication

- Username & password login
- Password encryption (hashed)
- Session timeout
- Login attempt limitation

4.2 License Protection

- License key generated from MAC address
- Online or offline activation
- License validation at startup
- Anti-copy / anti-piracy checks

5 User Roles & Permissions

5.1 Roles

- Super Admin
- Administrator
- Manager
- Standard User
- Read-only User

5.2 Permission System

- Create / read / update / delete documents
- Access specific folders or categories
- Manage users (admin only)
- Approve workflows
- Export or print documents

6 Admin Dashboard

6.1 Administration Panel

- User management (add / edit / deactivate)
- Role and permission assignment
- System settings
- Database configuration
- License status monitoring

6.2 System Settings

- Company information
- Logo & branding
- File size limits
- Allowed file formats
- Backup configuration

7 Document Management

7.1 Document Upload

- Manual upload (PDF, Word, Excel, images, etc.)
- Drag & drop support
- Bulk upload
- File versioning

7.2 Metadata Management

- Document title
- Category / type
- Department
- Tags & keywords
- Creation date
- Owner / responsible user

7.3 Document Preview

- PDF viewer
- Image preview
- Read-only mode for protected files

8 Folder & Classification System

- Hierarchical folder structure
- Unlimited levels
- Custom categories
- Company-specific classification rules
- Drag & move documents

9 Search & Retrieval

9.1 Search Engine

- Keyword search
- Advanced filters: Date, Category, User, Status, Tags

9.2 Performance

- Instant search results
- Indexed metadata
- Optimized for large archives

10 Workflow Management

10.1 Workflow Definition

- Custom approval chains
- Multiple approval levels
- Role-based validation

10.2 Workflow States

- Draft, Submitted, Under Review, Approved, Rejected, Archived

10.3 Notifications

- Internal system notifications
- Status change alerts
- Approval reminders

11 Audit Trail & Logging

- Full activity history
- User actions tracking
- Document access logs
- Modification history
- Legal compliance support

12 Version Control

- Automatic versioning
- Version comparison
- Rollback to previous versions
- Version comments

13 Backup & Recovery

- Manual backup
- Scheduled automatic backups
- Local or network backup
- Database restore function

14 Export & Reporting

14.1 Export

- Export documents (PDF / ZIP)
- Metadata export (Excel / CSV)
- Folder export

14.2 Reports

- User activity reports
- Document statistics
- Storage usage
- Workflow performance

15 Performance & Scalability

- Optimized for thousands of documents
- Lightweight desktop performance
- Works on standard Windows PCs
- Scalable for enterprise environments

16 Technology Stack

- **Frontend:** Electron.js
- **Backend:** Node.js
- **Database:** SQLite (Standalone) / MySQL (Network)
- **Packaging:** Windows EXE
- **Security:** AES encryption + hashed credentials

17 Licensing & Pricing

- **Standard License:** 3 million DZD per key (per machine)
- **Enterprise License:** 50 million DZD – unlimited keys per company

18 Future Extensions

- OCR document scanning
- Digital signatures

19 Branding

- **Software Name:** DOCVIA
- **Developer:** Studio Divin
- **Positioning:** Professional, secure, offline-first document management system