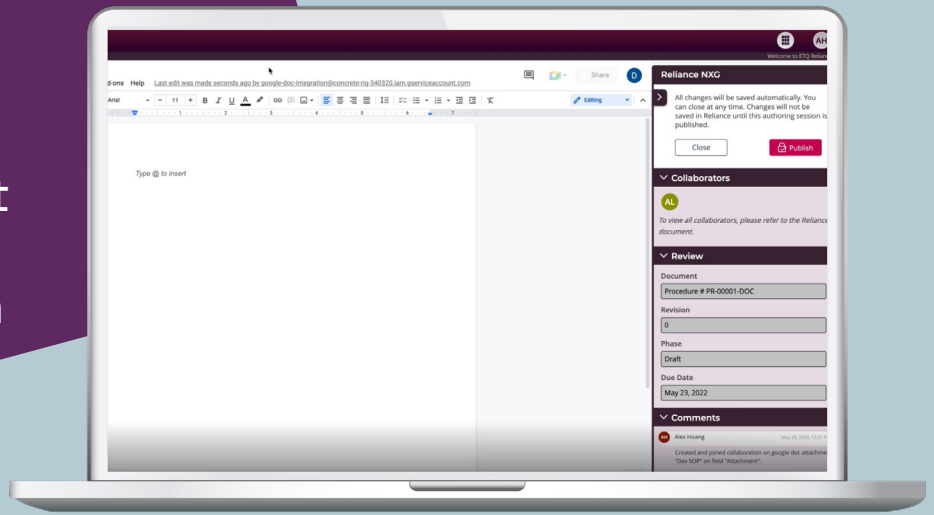# etq˥

part of **Hexagon**

ETQ Reliance Document Control with Native Google Doc Integration

Collaborate on document creation and updates in ETQ Reliance Document Control with native Google Docs integration.

Creating and updating policies, procedures, and other information managed in Document Control typically requires collaboration by many individuals in an organization. Without the proper tools, that collaboration occurs in an ad hoc manner. Within Reliance NXG, the Document Control application now enables collaboration through the use of Google Docs.

Securely manage documents in Google Docs

- Create quality content in Google Docs
- Open, edit collaboratively, and publish changes in Reliance through a seamless user experience
- Leverage ETQ Reliance workflows to control the editing and approval cycles for documents
- Manage the access to the documents while in the Google Docs repository through Reliance access rights. Even after the documents are approved, you have access to the documents in the Google Docs repository to make sure you have a history of edits, while maintaining appropriate security.

Identify, control, and track all your documented processes and procedures in a centralized and secure location

ETQ Reliance NXG contains a robust document control application with powerful automation, security, version control, and more features. With Reliance NXG, quality managers can use document control as a single source of truth for critical data, ensuring that critical business documentation is kept up to date and never lost.

Workflow-based, ETQ designed the Document Control app to manage the creation, review, approval, and release of controlled documents. It enables you to run a completely paperless document control system, or a system that combines hardcopy and electronic distribution of documents. The app controls documents including Policies, Procedures, Work Instructions, Forms, Specifications, and more.

Seamless Document Control and Collaboration

Create controlled documents by using standard templates or attached using the file attachment interface. Attachments can be any file the customer chooses. Forms and workflows provided out-of-the-box and ready to deploy but can also be configured to meet your exact requirements without the need for programming.

© ETQ, part of Hexagon

Easily access the current approved version of all relevant documents

With Reliance's standard workflow functionality (e.g. defining escalation, notifications, and business rules) and complete visibility across the review and approval process, you can drive every step to timely completion.

Centralize document processes: Create, import, distribute and archive all controlled documents in a centralized, secure location.

Manage approvals smoothly: Assign documents for review and approval to a person, a group or both.

Easily initiate and handle change: Create unlimited workflows to route documents through review and approval processes. Send reminder emails automatically for upcoming or overdue assignments.

Integrate with other technologies: Easily integrate Microsoft Office® files with ETQ forms, link with ETQ Reliance Training Management to train employees on new and updated information, and integrate with 3rd party systems.

Learn More