Compass is a comprehensive Project & Document Management solution built on Microsoft SharePoint technology and Microsoft SQL. Compass empowers employees with powerful tools to better manage and execute projects using software that works the way they do. Compass was created by SIS, a leader in Microsoft solutions for the construction industry.

As a preconfigured Microsoft SharePoint solution, Compass provides construction companies with a single web portal to manage all the key aspects of a project. It streamlines project management tasks with easy-to-use HTML5-based SmartForms and automatic updates to log files such as submittals and RFIs.

Compass offers companies unmatched flexibility using the power of Microsoft SharePoint which allows tailoring and configuration of the solution to match your company’s unique environment.

SIS (Strategic Industry Solutions) is a Microsoft Gold Certified Partner that provides, develops, and implements financial and operational software for contracting and professional services-focused companies. Our solutions built on Microsoft ERP, CRM, and SharePoint foundations provide tools to manage all aspects of the operation, from initial bid, to cash, for the A/E/C and professional service market. With more than 20 years of industry experience, SIS has the proven capabilities needed to ensure your success. SIS has offices in Atlanta, Dallas, Houston, San Diego, and Pittsburgh.
Powerfull workflows and native Microsoft Integration with Microsoft Office

- The Global Address Book provides a complete database of all business partners integrated into Microsoft Outlook, facilitating all project communications and activities, to be tracked.
- Users can work within the familiar Microsoft Outlook client.
- Reporting is made simple via integration with Microsoft Excel and quick exporting of all log files to an Excel file.
- E-Mail automatically alerts team members of new items, changes and more.
- Powerful search feature works within a single library or across all projects.
- Create powerful workflows based on business rules to automate business processes.
- Assign employees to user roles to control file and information access.
- Access project sites from anywhere in the world from within Microsoft Internet Explorer.

Automatic creation & processing of Project Management documents with SmartForms

- Streamline submittals with automated submittal workflow and processing. Easily send submittals in Outlook with a one-step process.
- Create transmittal cover sheets for sending submittals and other physical items to business partners.
- Document all meeting aspects according to meeting dates and items discussed. Create project tasks directly from the meeting minutes topic, to ensure activities get tracked and completed.
- Track RFIs in a detailed fashion including all attachments, suggestions, answers, and status.
- Send out complete RFP specifications and details via Microsoft Outlook and track status, responses, and quotations.
- Combine all Project Change Order documentation into one document for submitting and track amounts, dates, and status.
- Capture project issues and assign responsibility and due dates.
- Assign tasks to project team members with complete details, attachments, and more.
- Project team members are alerted with an e-mail when tasks are assigned.
- Reporting and forms output in Microsoft Office or PDFs.

Increased employee productivity and information access across the project team

- Forward all relevant project emails to the project e-mail library. Keep all e-mail messages and attachments in a single location, even if they are deleted from the user’s e-mail.
- Version-enable any library for tight version control with document check-in and check-out, along with the ability to add version change comments.
- Host project topic discussions and get real-time feedback from all project team members.
- Complete project document repository accessible from anywhere.
- Gain control over drawings with version control and tracking latest approved.
- Organized document storage of all specifications and subsequent changes.
- Scan and store executed owner and subcontract documents with approved signatures, dates, and more.
- Store all permit files tracking the status of the permit, date approved, and notes related to special stipulations.
- Scan and store all related site reports and or tests that have been completed on a project site.
- Complete library of progress photos for viewing, downloading, or e-mailing. Organize by dates, phases, or other relevant grouping.