

Acadis Documents

Acadis Documents provides a convenient, single-source tool for uploading, storing, and retrieving vital training and human resources (HR) documents related to specific trainees. Not only can you use Acadis Documents to track certifications, counseling forms, etc. for individual team members, but you can also use it to attach key curriculum documents (i.e. instructors, learning objectives, scores, etc.) to each training event.

Whether it's a Microsoft Word® or PowerPoint® lesson plan or Adobe® PDF instructor guide, you have instant access to the exact information presented during training—so you can fulfill compliance requirements and create historically accurate references that streamlines accreditation and helps create legally defensible records.

Key Benefits



Save Time and Resources

Replace storage-burdensome, inefficient, and expensive paper-based records with digital archives that can be used to represent the training in a court of law or provide instant access to information for FOIA requests, instructors, training managers, and HR personnel



Support Accreditation

Maintain comprehensive, linked and accessible files for every class, student, instructor, and program



Support Compliance

Capitalize on the availability of a complete, up-to-date training record to support legally defensible documentation



Attach (Almost) Anything

Pin a broad variety of file types (from audio and video files to Microsoft Office® documents) to individual personnel records, classes (including activities within a class), and certifications

Feature Comparison

Unlike generic systems the Acadis Readiness Suite was built from the ground up to meet the unique needs of public safety and military agencies. Acadis delivers more comprehensive functionality to automate manual and time-consuming processes and eliminate fragmented, siloed systems.

Feature	Acadis®	Generic
Store standard documents (Microsoft PowerPoint®, Word®, Excel®, JPEG, PNG, PDF)	✓	✓
Associate documents with individual personnel	✓	✓
Upload documents to fulfill compliance requirements	✓	
Store/associate documents with training programs, curricula, or individual training events	✓	
Support accreditation audits and legal proceedings	✓	
Full integration with Acadis Training, Compliance, and Portal	✓	
High-security system framework (FedRAMP-authorized and FISMA & DHS 4300 compliant)	✓	

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