

Centralized and searchable agreements, always.

Finding contractual terms and provisions among thousands of envelopes and digital agreements can be a daunting task. Add in the complexities of multiple business units and document repositories, and you're left with what may seem to be a near impossible task. But, it doesn't have to be.

DocuSign Total Search centralizes agreements and renders them searchable so that you can find the information you need to make critical business decisions.

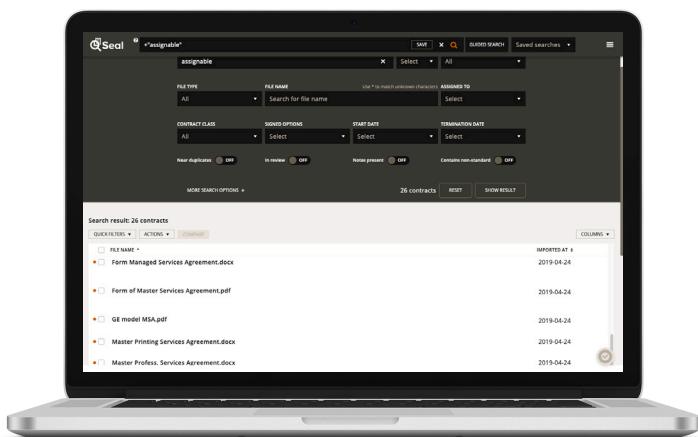
- Eliminate wasted time on manual search and review
- Accelerate the time to pinpoint documents of interest
- Increase the accuracy and breadth of reviews
- Bring rogue agreements back under control
- Respond to inquiries with ease

Centralize, filter, search and discover.

Total Search helps you rapidly identify the DocuSign envelopes that you need to review. It centralizes all envelopes and their metadata into a single access point, while retaining the integrity of the original document in its native location. New envelopes or updates to existing documents sync automatically. From within Total Search, you're able to filter and sort in order to zero in on the documents you need.

Use cases

Procurement and sourcing
M&A/Strategic restructuring
Governance, risk and compliance
Legal operations
Revenue optimization and operations



Search and filter contracts using any combination of envelope and agreement data.

Key capabilities

System-wide document access

Gain visibility into documents, regardless of where they reside, including all DocuSign accounts, as well as external resources like Box, Dropbox, OpenText and Sharepoint.

Filter, sort and compare documents based on DocuSign envelope metadata

Import new and existing envelope metadata from multiple DocuSign organizations to make it faster and easier to find and filter agreements of interest. Conduct side-by-side comparisons and detect variances in envelope attributes.

Automated Optical Character Recognition (OCR)

Automatically OCR image files and scanned documents to facilitate digital search.

Advanced document search capabilities

Generate comprehensive results by using full-text and envelope metadata search options. Total Search drives search accuracy by employing indexing, de-duplication, grouping, stem/no-stem, wildcard, proximity and Boolean search.

About DocuSign

DocuSign helps organizations connect and automate how they prepare, sign, act on, and manage agreements. As part of the DocuSign Agreement Cloud, DocuSign offers eSignature: the world's #1 way to sign electronically on practically any device, from almost anywhere, at any time. Today, more than 500,000 customers and hundreds of millions of users in over 180 countries use DocuSign to accelerate the process of doing business and to simplify people's lives.

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