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2015 Readers Choice Award Winner: Document Management Systems. Free with Drake Software, Document Manager is an electronic storage solution for client source documents and returns. It can greatly ease your paper handling tasks and help you reduce the amount of paper documents that you have to store in your office.

You can easily create, organize, and find documents, without ever needing a paper copy. You'll save money by saving paper and toner, and by cutting the staff time needed to search, sort and shuffle paper files. And, if space is a concern, Document Manager frees up floor space normally devoted to cabinets full of customer files.

Features of the Drake Document Manager:

- Modeled after a physical filing system using filing cabinets, drawers and folders to organize your documents
- Customizable document organization
- Integration with Drake Software – easily create and electronically store PDF versions of tax returns
- Import and export features let you move or copy documents from one location to another
- Integrated e-mail – send copies of documents to anyone
- Multi-year storage capabilities – grows with your business

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