

MMS PRODUCT SPECIFICATION

VERSION 1.0

ANNEX TO THE GENERAL TERMS AND CONDITIONS

This document constitutes the binding technical and operational specification of the MMS (Module Management System) product and forms an annex to the contractual documentation between EMRIS, spol. s r.o., and the Customer.

1. Product Definition

MMS is a modular web application that extends Microsoft 365 with a unified layer for managing requests, document-related activities, tasks, and associated processes.

Using the product, the Customer creates and configures business process modules, manages data and documents, controls workflows, defines permissions, and integrates the system with other applications.

2. Key Features

- Request tracking and approval
- Management of document sets and controlled documentation
- Task planning and tracking
- Workflows and notifications
- Search and aggregated views
- Integration with Microsoft 365 and Microsoft Teams
- AI assistants and automation

3. Deployment Models

Customer-Hosted (Customer Licence) – Installation within the Customer's infrastructure or an environment designated by the Customer.

Provider-Hosted (Online Licence) – The Customer's licensed instance operated on dedicated cloud infrastructure.

SaaS – Provision of the service on a monthly subscription basis.

4. Technical Requirements

- Windows Server 2019/2022
- Microsoft SQL Server (Express, Web Edition nebo Standard)
- IIS Web Server
- A valid SSL certificate
- Recommended server configuration: 4 CPU cores, 8 GB RAM, and 100 GB of storage

5. Integration with Microsoft 365

- Microsoft Entra ID (SSO, MFA, App Roles)
- SharePoint Online nebo On-Premises
- Microsoft Teams
- Exchange Online / Outlook
- Power Automate, Power Apps a Power BI

6. Security

- Authentication via Microsoft Entra ID
- Support for Single Sign-On (SSO) and Multi-Factor Authentication (MFA)
- Access control using application and process roles
- Option to enable encryption for selected data
- Regular security updates and patch management

7. Data Storage and Management

- Metadata, requests, and configuration data are stored in the MMS database.
- Documents may be stored in SharePoint document libraries.
- The Customer is responsible for the content, accuracy, and legal compliance of its data.

8. Backup and Availability

- In the Provider-Hosted and SaaS deployment models, the content database is backed up regularly, typically once a day.
- Product availability may be temporarily restricted due to maintenance, updates, or actions by third parties.
- In the Customer-Hosted deployment model, the Customer is responsible for availability and backups unless otherwise agreed.

9. Support and Maintenance

- Help Desk and incident management
- Advisory and consulting services
- Operational maintenance and updates
- Access to documentation and the knowledge base

10. Product Updates

- The product is continuously developed and may be expanded with new modules, features, UI/UX changes, and security updates.
- The scope of updates is determined by the applicable licensing plan and the services agreed upon.

11. Artificial Intelligence

- AI features are optional and are not required for the operation of the product.
- AI may be used for search, summarization, categorization, and assistance with data-related tasks.
- The scope of AI usage is governed by the Customer's permissions and configuration.

12. User Access

- Users access the system via the secure HTTPS protocol.
- Identity authentication is performed through Microsoft Entra ID using federated authentication by default.
- Permissions can be managed using Microsoft Entra groups, App Roles, and internal MMS roles.

13. Implementation

- Implementation typically includes technical environment preparation, system initialization, configuration, branding, integrations, documentation, and administrator training.
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14. Customer Cooperation Requirements

- Provision of the necessary access credentials, accounts, and permissions.
- Provision of the technical infrastructure and system administrator contact details.
- Cooperation during testing, validation, and acceptance.

15. Links to Related Documents

- MMS Terms and Conditions - <https://www.emris.cz/files/em-mms-obchodni-podminky-zakaznicka-online-licence.pdf>
- MMS Licensing Terms and Conditions - <https://www.emris.cz/files/em-mms-licencni-podminky.pdf>
- MMS Deployment Model - <https://www.emris.cz/mms-model-nasazovani>

Další informace:

- MMS – ITC Specifications and Comparison with Microsoft Power Platform (available upon request)
- Technical Instructions for IT Departments (available upon request)

- MMS from a CIO/CTO Perspective - <https://sway.cloud.microsoft/vVM5CWFoo0GndtNI?ref=Link>
- MMS Product Page - <https://www.emris.cz/mms>

16. Amendments to the Product Specification

The Provider reserves the right to update this Product Specification.

Version	Effective Date	Change	Description
1.0	October 21, 2025	First Edition	A new version of these Licensing Terms and Conditions supersedes all previous versions, including all terms and information contained therein.