**Document Management System (DMS) developed and installed**

DMS was developed within MARDS project, intended for more efficient functioning of the Center for doctoral studies of the University of Montenegro. The main objective is to facilitate/improve access to documents and their visibility during the work of the Board, which acts as a body of the Center. Thus, it will also contrubute to promotion of the Center itself.

Also, the system will provide support to other managerial bodies of the University which are involved in the process of decision making for doctoral studies (Senate, Council for social sciences, Council for natural and technical sciences, Council for arts).

Software consists of several parts, dedicated to: administration of sessions and documents (PhD thesis and other documents for PhD studies), administration of users (the members of doctoral commission), voting and reporting. Software supports organization of regular and virtual meetings and possibility of review of documentation and voting at the end of document review.

DMS software was installed on server infrastructure of the Center of information system - University of Montenegro, in September 2020. Users log in into DMS through academic network of the university and after logging in the links are displayed and available according to authorisations assigned to the accounts of users.