

Top Reasons to Implement Enterprise Content Management

Unstructured content increases between 65 to 200 percent annually within most enterprises, depending on the industry sector. Largely uncontrolled, this growth undermines a company's ability to achieve:

- 1 Content return on investment (ROI)**
Employees can spend up to 40 percent of a workday searching for content and untangling issues with versioning, ownership, and reformatting. As a result, too much valuable content goes underused or must be recreated. Enterprise content management provides the infrastructure to put your content to work.
- 2 Compliance**
Virtually all organizations are now legally compelled to securely store and access various content for a defined period. With enterprise content management you can set policies for retaining, storing, and retrieving specific content as well as mitigate the enormous risk of noncompliance by getting content under control.
- 3 Collaboration**
Content restricted by geographic or functional boundaries prevents the sharing of valuable knowledge by distributed teams. Enterprise content management enables people to create, capture, and distribute collaborative content with relevant context, increasing productivity and facilitating innovation.
- 4 Consolidation**
An enterprise content management strategy leveraging a single infrastructure rather than siloed content systems dramatically reduces costs while increasing overall security. You can standardize both user experiences and application development, eliminating unnecessary costs and improving efficiencies.

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SOLUTION

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The EMC Documentum enterprise content management platform provides the foundation upon which content applications and solutions are built. It supplies a common repository and set of services within an organization's information technology (IT) infrastructure to deliver a wide range of applications for managing unstructured business information within an enterprise and beyond.

With the Documentum platform, companies can ensure that unstructured content is managed, stored, secured, and delivered in a systematic manner, according to predefined business rules, and conforming to established policies and procedures.

ENTERPRISE CONTENT MANAGEMENT IS ESSENTIAL FOR MANAGING:



Content items

Comprises content from your desktop, content-centric applications and data-centric applications.



Workflow and content lifecycle

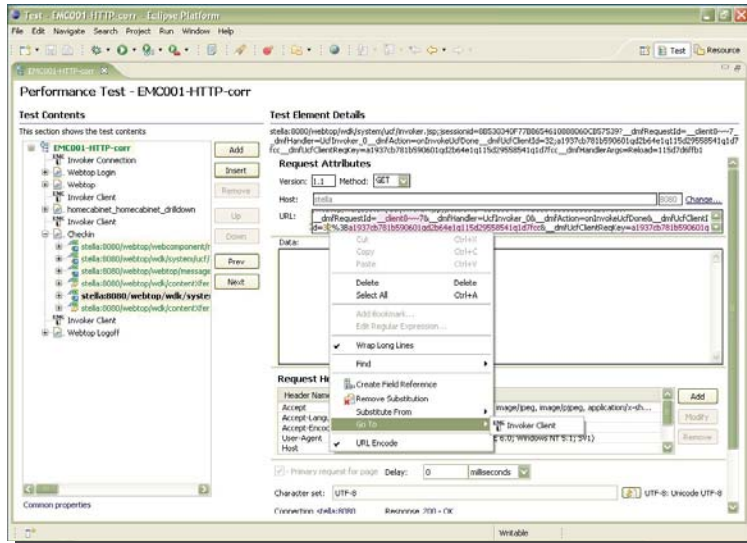
Spans review, revision, and approval processes for any piece of content, according to user-defined business rules.



Multi-channel publishing

Allows simultaneous publishing of a single content item via a Web site, e-mail, fax, print, and a handheld wireless device.

CREATE. CAPTURE. MANAGE. ARCHIVE.



Featuring an easy-to-use interface, the EMC Documentum Webtop provides access to the repository and content management services within a standard browser application. It is ideal for users who prefer the point-and-click navigational ease of a Web interface, particularly when content is accessed from remote locations across the Internet.

Structure information such as:

- TEXT DOCUMENTS
- EMAIL
- REPORTS
- XML
- PICTURES/IMAGES
- AUDIO FILES
- VIDEO FILES
- TRANSACTIONAL DATA
- AND MORE

FEATURES

Rapid Adoption

BENEFITS

Adopt quickly and with minimal training, utilizing the Microsoft® Windows Explorer user interface and EMC Documentum Web-based applications.

Access to Content Services

Easily access core EMC Documentum content services via the Web, including security, version control, content lifecycles, workflows, categorization, and search.

Collaboration Support

Collaborate via EMC Documentum Collaborative Edition, which provides teams with rooms, discussions, contextual folders, and notes.

Digital Thumbnails

Scan thumbnails to easily locate digital media assets.

Easy Search

Find what you need with a one-box search in every view.

Multilingual Aptitude

Maximize support for multilingual content through international language packs and support for Unicode.

Rapid Deployment

Deploy quickly throughout the enterprise — with standard Web browsers on client machines.

Intrinsic Accessibility

Comply with Section 508 and receive third-party certification from the National Federation for the Blind (NFB).