

SharePoint Integration Module for Content Manager

Content Manager is a governance-based enterprise content management system designed to help government agencies, regulated industries and global organizations manage their business content from creation to disposal.

Regardless of how you create and collaborate on your content, OpenText™ Content Manager gives you the ability to leverage accurate, contextual, and complete information throughout its lifecycle.

Integration between Content Manager and SharePoint is achieved through the Information Governance App and provides records management rigor to SharePoint content.

The App enables you to manage, finalize, relocate and archive Microsoft SharePoint content including blogs, wikis, discussions, documents, and sites, according to established business rules, into Content Manager.

This process is transparent to the user and all managed content is easily discoverable from Microsoft SharePoint and Content Manager. Organizations can confidently build new business applications on the Microsoft SharePoint platform and seamlessly manage the content in Content Manager with records governance as a server-side process.

Features

- Ability to automate capture from SharePoint to Content Manager
- Ability to automated records lifecycle management policy
- Ability to expose records from Content Manager to SharePoint
- Ability to configured federated search
- Content stored in SharePoint until it needs to be declared to Content Manager according to policies, therefore ensuring only single instancing of content

Complimentary Modules

The SharePoint integration with Content Manager can pass documents through to the Auto Classification Module, which automates the classification of electronic records based on the content of the record. This module works best with both the Rendering and OCR Modules. The Auto Classification Module places the records in temporary holding bay(s), whilst it uses terms and descriptions from the Classification to determine what the information is, and where it best fits within the Classification. It will then move the records to the Classification based on the policies that have been configured.

Learn more at
www.opentext.com