

A Business Partner Solution for the Cross Industry Sector

Document and Content Distribution on Removable Media

Softech & Associates, Inc.

Offline Content Access

Technology Description

Softech's Offline Content Access allows documents and content from both IBM FileNet Image Manager and IBM FileNet Content Manager to be retrieved and stored on CD, DVD, USB hard drives and flash drives for distribution. Recipients of the media are able to search and view metadata and documents using the provided search tool and content viewer without being connected to the IBM FileNet P8 system.

Offline Content Access provides all the tools for regularly scheduled or one-time jobs that burn data to offline media or to a network location for operators to pull from and then burn to media. Users can select relevant images, documents, pages and annotations via point-and-click or user defined jobs. Case number, account id or other common metadata can group documents within a job. Content is presented in a folder metaphor supporting multiple levels.

A separate audit trail database maintains information specifying which users placed content in a job, when the job was burned and the media created. Offline Content Access contains a variety of security levels including password protection at the disk or document level and a variety of encryption methods to ensure the security of your documents and data.

Features & Benefits

- Media may be encrypted to ensure data is secure if the disk is lost or stolen, in addition to optional Bates number stamping.
- Regularly executed searches for creating media can be stored for reuse including batch mode for execution of large jobs.
- Actual content and document properties are stored on the media along with a search tool and full function viewer allowing recipients to search and view documents and data.
- Document sets may span multiple volume CDs/DVDs; when the job spans multiple disks, detailed records are kept of what media is created.
- Auto layout feature permits creation of directory structures based on index field values.



IBM Segment

- Enterprise Content Management

Business Function

- Archiving and Storage Optimization

Target Industry

- Cross Industry



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Value Proposition

Offline Content Access provides a simple and efficient vehicle for transmitting selective content to offline users while retaining the security of the actual data. Everything the recipient needs to work with your documents is on the media, which can improve turnaround time, provide access to remote users, or be used as a delivery method for large files such as corporate billing statements or massive reports. Recipients of the media can search, retrieve, view, email, and print documents using the tools included on the media without the need to logon to the FileNet P8 system. The data is exported via Softech's proven export interface making extraction accurate, secure and trouble-free.

Offline Content Access is the ideal solution for loan portfolio sales, transfer of account data to service organizations, regulatory document submission, legal discovery, medical records services, government agency constituent service, and transportation system manifest deliveries. It allows external stakeholders of organizations access to content without connecting directly to FileNet.

Company Description

Softech & Associates is a leading provider of flexible client configurable document imaging and workflow solutions and tools that allow IBM ECM customers to better leverage their investment. Softech provides consulting services expertise in system installation and optimization, release upgrades, volume image conversions, high-speed document import/export, platform, data and application migrations and customer support.



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