Enterprise Content Management

- ✓ Records Management
- ✓ Document Archiving
- ✓ Collaboration and Workflow

Simple Solutions that transform operations to drive:

Productivity, Efficiency, Visibility and Compliance

- ✓ ISO Standards Compliant

Alfresco® Community

Alfresco™

pentaho™
open source business intelligence™

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Document Management System

Records Management & Collaboration Nightmare

This is an actual image taken at the Kenya judiciary registry. Officials are sorting out job application letters for purposes of shortlisting candidates. It looks messy, but this is just a tip of the iceberg. Records Management in Kenya is a nightmare in both the public sector and private sector.

Poor Records Management practices are expensive & risky

Information Explosion: We are creating more information than ever in this so-called 'Information Age'. This trend is guaranteed to continue. A strategic solution is necessary

Information explosion has resulted to information overload. We have multiple sources and leads to consider before reaching a decision. Because the information is poorly organized, decision-making is delayed or compromised.

These delays result to loss of man-hours and loss of business. The costs & losses can be disastrous

Potential for theft of information & espionage is high in a non-managed environment

Alfresco Community

> "Alfresco helps ensure compliance with corporate rules and procedures. RM solutions help capture, control and manage vital corporate information, much of which resides in business documents, emails, financial reports etc"

Alfresco is the solution and alternative for Enterprise Content Management Systems (ECM).

While content has been growing tremendously at an average of 100% per annum, growth of content management systems has been slow. With Alfresco, the game has changed.

Alfresco offers a **comparatively low cost, easy to adopt and easy to use ECM** solution for any type of organization regardless of size and nature of business.

Alfresco offers document management using **familiar interfaces** to get rapid user adoption built on a repository that offers transparent, out-of-sight services for full ECM.

Virtual File System – Replace shared drives and offer the same interface

Email-Like Rules – Configure plug-in rules to automate manual processing and offer out-of-sight compliance

Google-like Search – Search directly from Firefox or IE7

Yahoo-like Browsing – Automatic meta-data extraction and categorization

SmartSpaces – Best practice collaboration spaces

Transparent Lifecycle support

Streamlining Records and Document Management - Supports organizations in streamlining their records and document management systems and programmes, in whatever the format - paper or electronic, to enhance professionalism aimed at achieving efficiency and economy in line with the organizations aims, objectives and strategy.

Governance, Retention and Compliance

Driven by a need to comply with stricter legislation and a desire to show greater levels of corporate transparency and responsibility companies are turning to technology to help ensure compliance with corporate rules and procedures. RM solutions help capture, control and manage vital corporate information, much of which resides in business documents, emails, financial reports etc.

Certified to the U.S. Department of Defense (DoD) 5015.02 standard, and the ISO standard ISO 15489-1:2001 the Alfresco RM module provides all of the functionality needed to help any organization capture, classify, control and dispose of a wide range of corporate records.

Zero footprint client approach provides for the capture of new records from a variety of simple to use interfaces. Adopting industry standards removes the need to install local client applications on an individual's Computer

Low Cost   +   Easy to Use   +   Fast Adoption

Increased User Adoption – One solution to support all content, within a single repository, with easy to use clients removes end user complexity and leads to far greater user adoption

Single Repository – Allows the management of all electronic files (documents, web pages, emails, images, corporate records, etc.) in the industry's most scalable, CMIS compliant, repository;

Simplicity – Single system for managing both standard content and corporate records reduces maintenance and removes the need for inter-system integration; and,

Reduced Cost – No upfront Enterprise license fees. No per user seat pricing. Ability to leverage cost effective Open Source technology stack. Simplified ongoing maintenance through single system. All lead to a dramatically lower Total Cost of Ownership (TCO).

Records Management General Key benefits

Comply with governance and regulatory Records Management policies and procedures; Secure your business records from inappropriate access and misuse; Reduce storage and operational cost through retention and disposal policies; Improve productivity by simplifying information discovery and access; Reduce the cost of legal discovery, investigation and audit.

"Built on Open Standards, Alfresco is easy to integrate and model around business operations and procedures"

Technology

The Alfresco solution has been designed and built to leverage a range of modern technologies. As an Open Source solution the Alfresco Enterprise Edition ECM solution will run on both Open Source and proprietary technology stacks. Below is a list of the currently supported technologies:

Server OS: Linux, MacOS, Microsoft Windows, Unix

Database: MySQL, MS SQL Server, Oracle, PostgreSQL

Application Servers: Tomcat, JBoss, BEA WebLogic, Oracle AS, Webshere

Web Browser: Firefox, Microsoft Internet Explorer, Safari

Client OS: Microsoft Windows (both XP and Vista)

Authentication: Active Directory LDAP, NTLM, OpenLDAP, Sun ONE directory server Kerberos

Alfresco Open Source is a **fraction of the cost** of traditional solutions

Alfresco has been designed and built as a **complete ECM solution**

Alfresco provides extensive Content Services & Alfresco Content Services can be **accessed from multiple clients**

Who Uses Alfresco ECM? Lot's of people & organizations

Academia: Universities, Colleges and Schools including chartered, private and public. Examples: University of Wits - SA, The New York Philharmonic, Havard Business School, and Edmonton Public Schools

Government: Ministries, Public Agencies, Public Hospitals, and Cooperatives, Security & Law enforcement, Immigration. Examples: USA Department of Defense DOD, USA Navy, Rwanda - Ministry of Education, Ministry of Local Gvt, Rwamagana District

Corporate: Private Businesses and Multinationals, Financial service. Examples: JP Morgan Chase & Co. (USA), Miller, Unilever Limited (Kenya), ECMN Limited (Rwanda), MedImpact, LaFarge, DAB BANK

Manufacturing: Mining, Processing and industrial companies Examples: Michelin, SCANIA, Tech Mahindra,
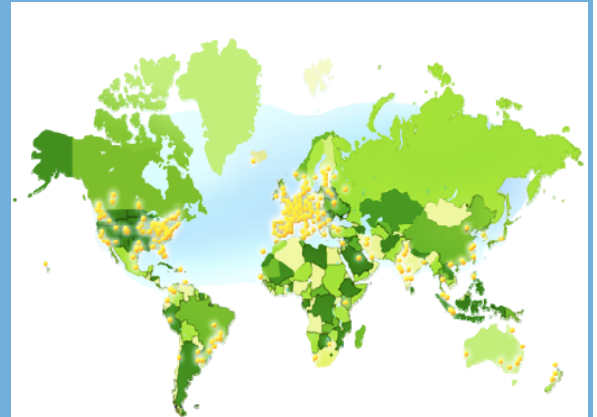
Communications: Public Relations firms, Advertising firms and related. Examples: SBS, BT, iMinds, FOX, EuroStar

Tour & Travel firms: Hospitality, Hotel Chains, Holiday firms. Examples: GuinnetCounty, Dorfman Pacific, DCNS, CARLSON REZIDOR Hotel

Research: Investigation organizations, Engineering, Health, Medicine, Agriculture etc. Examples: NASA Langley Research Center, National Academy of Sciences, WWARN, United Celebral Palsy

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Inspiring Change since 2008

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