



Archiving & Distribution Data Sheet

Benefits of Archiving & Distribution

SeeUnity Archiving & Distribution enables a set of unique benefits that reduce costs, while improving accessibility and adding security:

- Optimize licensing models
- More effective consumption and collaboration
- Avoid content duplication
- Compliance and risk mitigation
- Reduce repository overhead

SeeUnity Archiving & Distribution modules provide a powerful new layer of content integration control. Through SeeUnity archiving, content can be manually or automatically moved to a secure ECM destination. Using SeeUnity distribution, content previously accessible only through native ECM integration can be published globally to external sites for broad-based consumption.

What Archiving & Distribution adds to integration

While the ability for users to find, access and manage external content from a common interface is clearly a mission critical part of content integration, it does not address some significant challenges to content integration. Consider the need to provide content access to partners and customers who are not licensed users of your internal ECM systems – standard integration provides no tools for making this content available. Capturing and archiving live content as a document of record is equally difficult.

To respond to these challenges, SeeUnity offers an Archiving & Distribution module. Archiving allows SharePoint content to be manually or intelligently preserved as a document of record, while distribution extends the visibility and accessibility of native ECM content to external SharePoint sites and audiences.

How Archiving Works

Archiving is available either through an ad-hoc event, or a rules-based, automated process. With manual archiving, users can assign content for relocation to the repository and directory of choice. Using the archiving form, the user can define additional, native ECM metadata and policies (including adding field values and retention policies). Archived content will leave a stub behind in its former SharePoint location.

Policy-driven archiving enables duplication of content based on automated rules. By using customized SharePoint content types, content can be archived as it is being created. In this scenario, users are not actively involved in the archiving process. The metadata, retention policies and security established for archived content are dynamically generated according to pre-configured rules.

How Distribution Works

Distribution can also be driven manually or according to a rules-based process. In addition, content can be published via several methods. A link, or stub, pointing back to the original repository copy of content, can be published out to one or more SharePoint pages. Linking allows a single copy of content to remain protected within the external ECM system, while extending read only access through SharePoint.

Alternatively, content can be duplicated from an ECM repository, to SharePoint destinations. In this scenario, all ties are severed between the original version and the SharePoint copy.

Content synchronization combines elements of linking and copying. Synchronized content is duplicated, but changes from one copy are propagated to the other. Content managers can define a master version, and specify the secondary copies as read only. This allows content to be updated from within an external SharePoint environment, and extend those changes to a broader SharePoint audience. Conversely, it can allow changes to SharePoint content to be reflected in the version residing on the ECM system.

Take the Next Step

Real-world challenges facing the logistics of content integration include accessibility of content between systems, and the role of outside content consumers. Equally pressing is the need to meet records management and archival requirements. Using SeeUnity's Archiving & Distribution modules, organizations can go beyond the basic accessibility benefits of integration, and provide an additional layer of control. Businesses rely on SeeUnity to optimize their licensing footprint to lower costs, provide access to customers and partners to improve relationship management, and protect important documents of record for added security.

SeeUnity is a leading developer of Enterprise Content Integration solutions that enable users to search, access, and manage all enterprise content from a common interface. Our products bridge content platforms, and remove the barriers between content silos. SeeUnity brings content together. For more information about how SeeUnity can solve your integration requirements, email us at sales@seeunity.com or call us directly at 970.744.5011.



SeeUnity Inc.

3760 E. 15th St.
Suite 101B
Loveland, CO 80538

www.seeunity.com

Main: 970.744.5011

Fax: 877.336.5028

© Copyright 2010 SeeUnity Inc.

All Rights Reserved Worldwide.

SeeUnity and the SeeUnity logo are trademarks of SeeUnity, Inc. Microsoft is a registered trademark of the Microsoft Corporation. All other trademarks are the property of their respective owners.