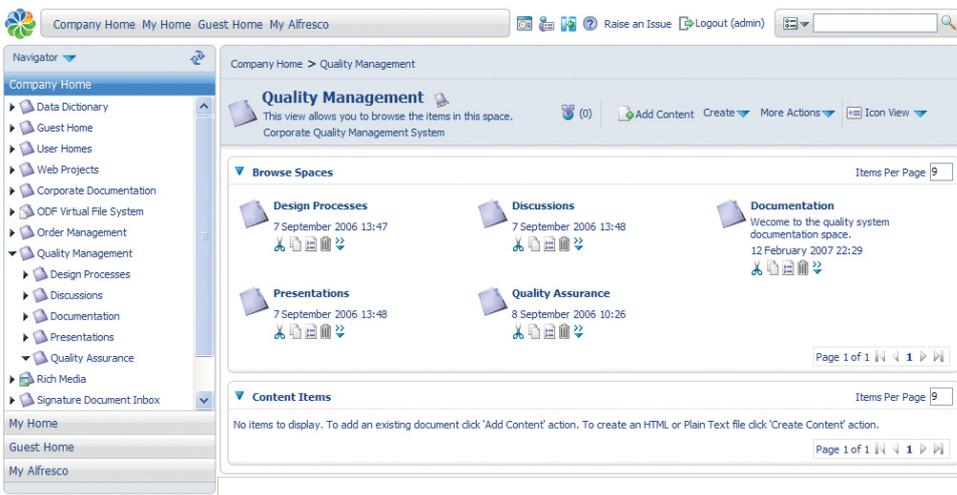


# Cost effective open source enterprise content management solutions that maximise ROI

Commercial enterprises and government agencies face significant challenges as they strive to meet a rapidly growing need to manage thousands, sometimes millions, of documents generated throughout the normal course of business operations -- all while increasing end-user productivity and lowering IT costs.



Rich User Interface to Alfresco  
Client document management system

As your organisation's digital information continues to grow geometrically, 1Tech's uniquely tailored solutions will help you harness the power of your content. Enterprise Content Management Solutions by 1Tech provide end-users with the tools and access they need to innovate and propagate faster in ways that greatly benefit IT departments. 1Tech's deep experience with open source enterprise content management, document management and records management solutions across multiple vertical markets improves productivity and the bottom line.

For many organisations, traditional approaches to enterprise content management centre on software applications from proprietary vendors that are expensive, difficult to deploy and costly to maintain. Moreover, most of today's legacy content management systems were built prior to the development of the institutional IT infrastructure components and standards that we now take for granted. Shared network drives are sometimes used to manage enterprise documents and content, but this approach can quickly grow out of control. In short, the lack of document management facility and efficiency in most organisations often leads to miscommunication, lost information, and disorganised or inefficient workflow—all of which result in project delays, wasted time and redundant effort, not to mention frustrated employees, partners and customers.

## Increase productivity through flexible, rapidly deployed enterprise content management solutions

Every enterprise has its own unique needs, processes and compliance challenges. Yet most off-the-shelf content management solutions fail to meet these varying organisational needs. Built upon best-of breed open source technology, 1Tech's ECM Solutions enable organisations of any kind to introduce a wide range of capabilities into the enterprise cost effectively, including the following:

### Document management

Whether dealing with documents, corporate records or scanned images, 1Tech delivers a wide range of capabilities and functions designed to support the entire document lifecycle and increase productivity. From automatic versioning and check-in/check-out processes to managing and scheduling document events, each solution may be customised to address your unique business needs.

### Enterprise Search

Project information and digital content is of little value if it can't be obtained easily. Quick access to information is vital to productivity and efficiency. 1Tech's integrated information retrieval solutions enable searches across multiple repositories, including traditional enterprise content archives as well as social media content sources, including portals, wikis, blogs and forums.

### Security

Open, unsecured access to sensitive or proprietary documents can result in inadvertent edits, deleted files or, worse, malicious corruption. 1Tech's secured content management solutions begin with strong authentication, either through permission-based access or assigned user roles that grant varying levels of access.

### Workflow

Workflow functionality ensures that the right person is working on the right task at the right time. A good workflow engine will automatically send out individualised notifications or alerts when a document needs review, editing and/or approval. 1Tech deploys flexible and easy-to-configure workflow definitions that accommodate a wide variety of business documents and organisational processes.

### Document Imaging and Scanning

Successful enterprise content management systems must support physical documents that are scanned as images with the same effectiveness as those that are generated from desktop applications. Through rapid customisation, 1Tech integrates scanning platforms and scanners in order to support all enterprise workflow associated with scanned documents.

#### Capabilities

- User-friendly interfaces with Common Internet File System (CIFS) Protocol and WebDAV support
- Social media functionality and integration, including portals, wikis, blogs and forums, that drives productivity
- Rules-based document repositories that ensure version control and easy file checkin/check-out functionality
- Automatic email alerts, and search and retrieval tools that increase end-user efficiency
- Records management functionality that supports document event scheduling
- Best-in-class security with authentication and permission levels to accommodate varying user roles

#### Benefits

- Lower costs and dramatically improve ROI by redirecting IT MONEY to revenue generating business functions
- Easily deploy, migrate content and integrate with existing enterprise applications, workflows and business processes
- Ensure business user adoption with seamless and consolidated content repositories and easy-to use interfaces
- Lower customisation and development costs with open standards and interfaces
- Streamline workflow with records and email lifecycle management across all departments, business units and offices
- Reduce costs through zero licensing fees, no forced upgrades or vendor "lock-ins"

#### Featured Partners



As the leading Professional Services Partner for the Alfresco open source ECM platform, 1Tech leverages real-world experience gained from more than 20 successful implementations to offer expert architectural design, customisation, integration and support services.