

Lotus knows.

Smarter software for a Smarter Planet.

BP304

Can a sheep with five legs win the race?:
Looking for the Right Document Management
alternative

Roland Driesen | Business Consultant / Founder Silverside

Femke Goedhart | Senior Consultant / Co-author Redbook on
migrating from the Domino Document Manager platform



Agenda

- Different corporate languages
- Defining the spectrum
 - Freedom versus Compliance
 - Fast versus Longterm
- Mixing the alternatives
- Conclusion

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Lotus knows. the meaning of a sheep with 5 legs!



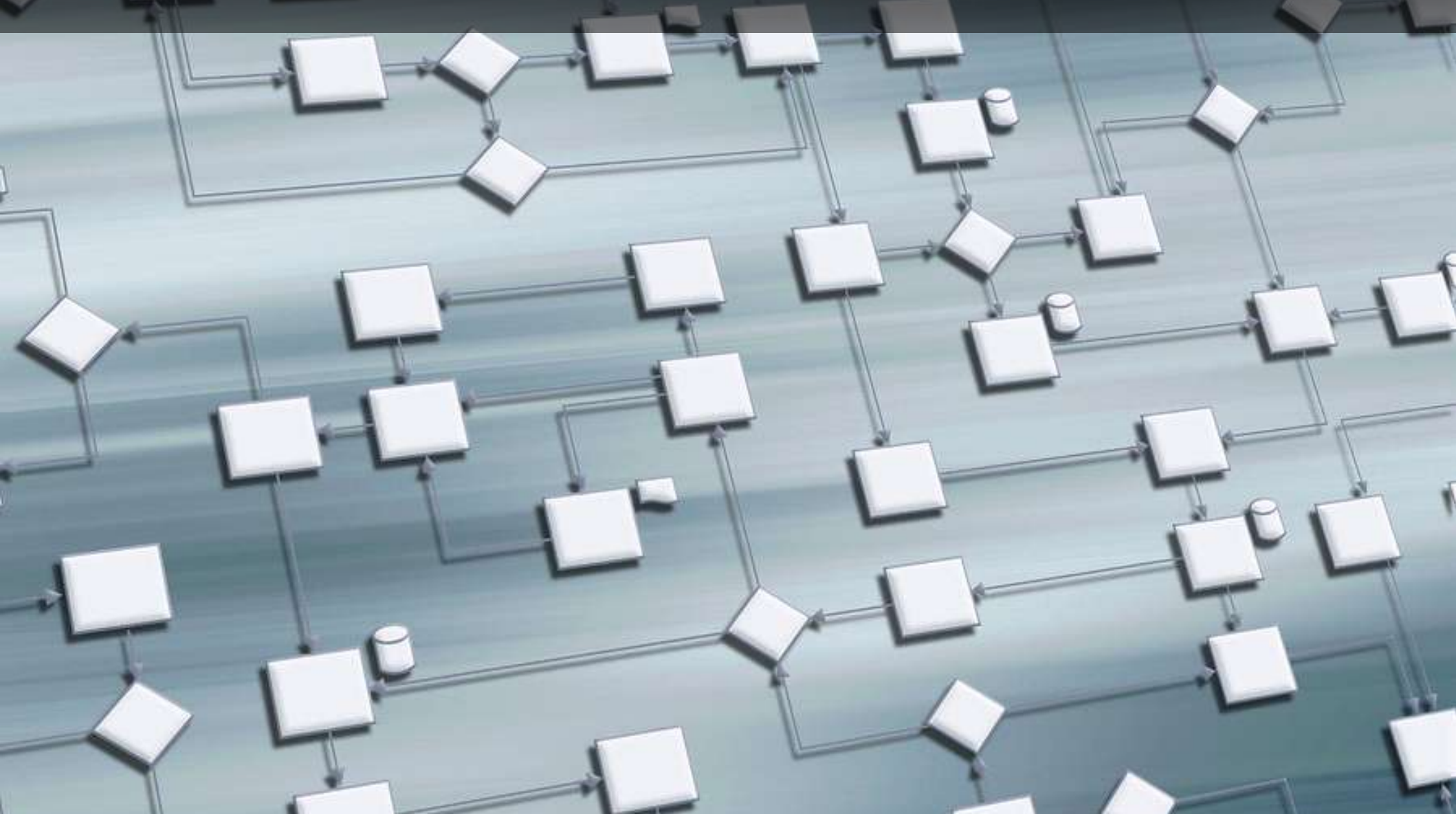
Lotus knows. barriers also exist within companies!

CEO: “Information at my fingertips”



Lotus knows.

Manager: “optimize my business process”



Lotus knows.

ICT Manager: “according to my architecture”



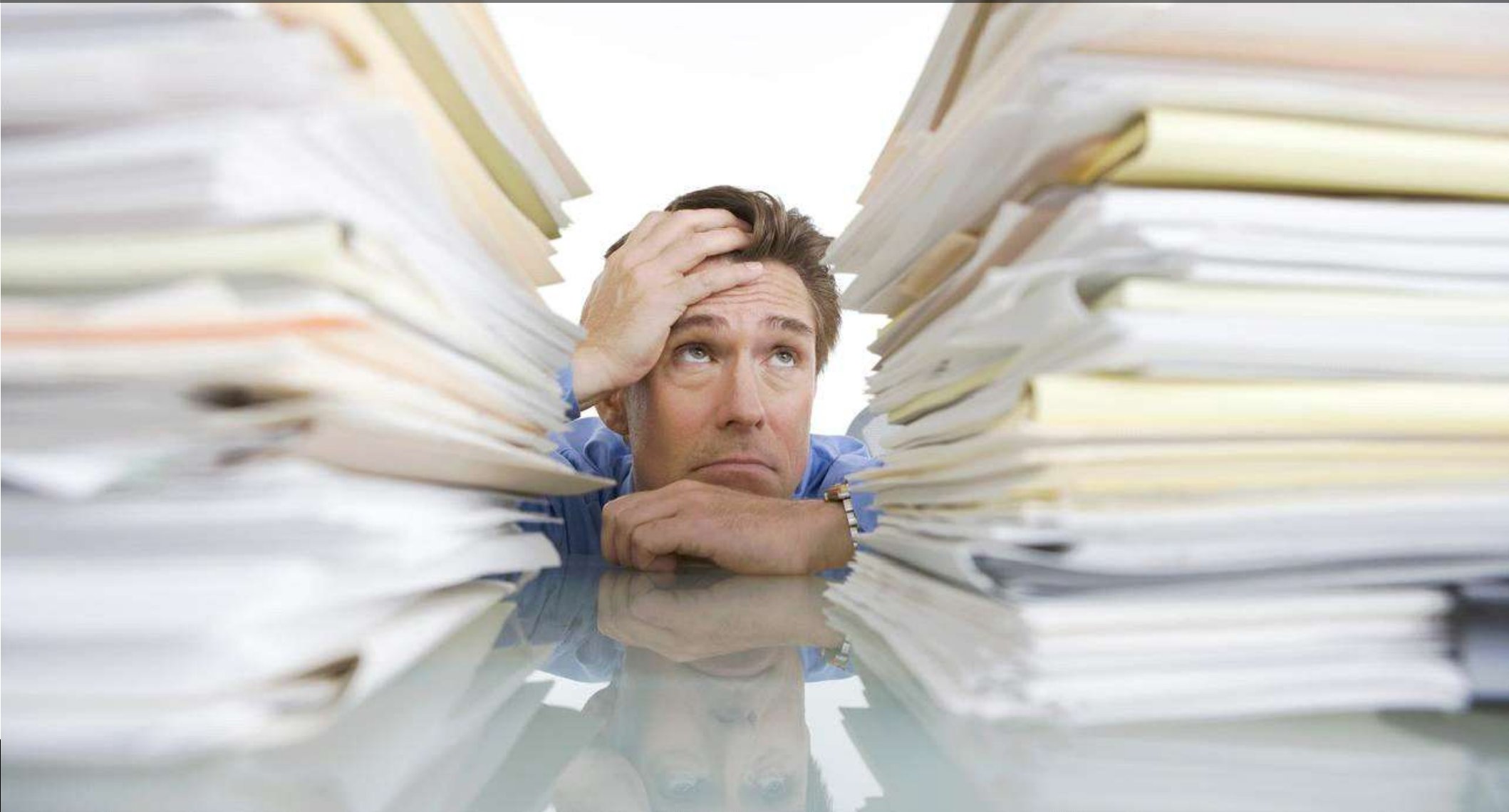
Lotus knows.

CFO: “but re-use our existing resources!”



Lotus knows.

User: “how do I handle all those requests?”



Different Corporate Languages

- **CEO:** Compliance / Shareholders
- **CFO:** Stay in budget
- **Managers:** Optimize business processes
- **ICT Manager:** Technical platform
- **The end user:** Don't bother me with difficult software!

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- Conclusion

Definition Enterprise Content Management

- 2008 AIIM Definition:

Enterprise Content Management (ECM) is the strategies, methods and tools used to capture, manage, store, preserve, and deliver content and documents related to organizational processes. ECM tools and strategies allow the management of an organization's unstructured information, wherever that information exists.



Lotus knows. millenials like to share!



Lotus knows. collaboration extends the company



Lotus knows. the headache of business managers



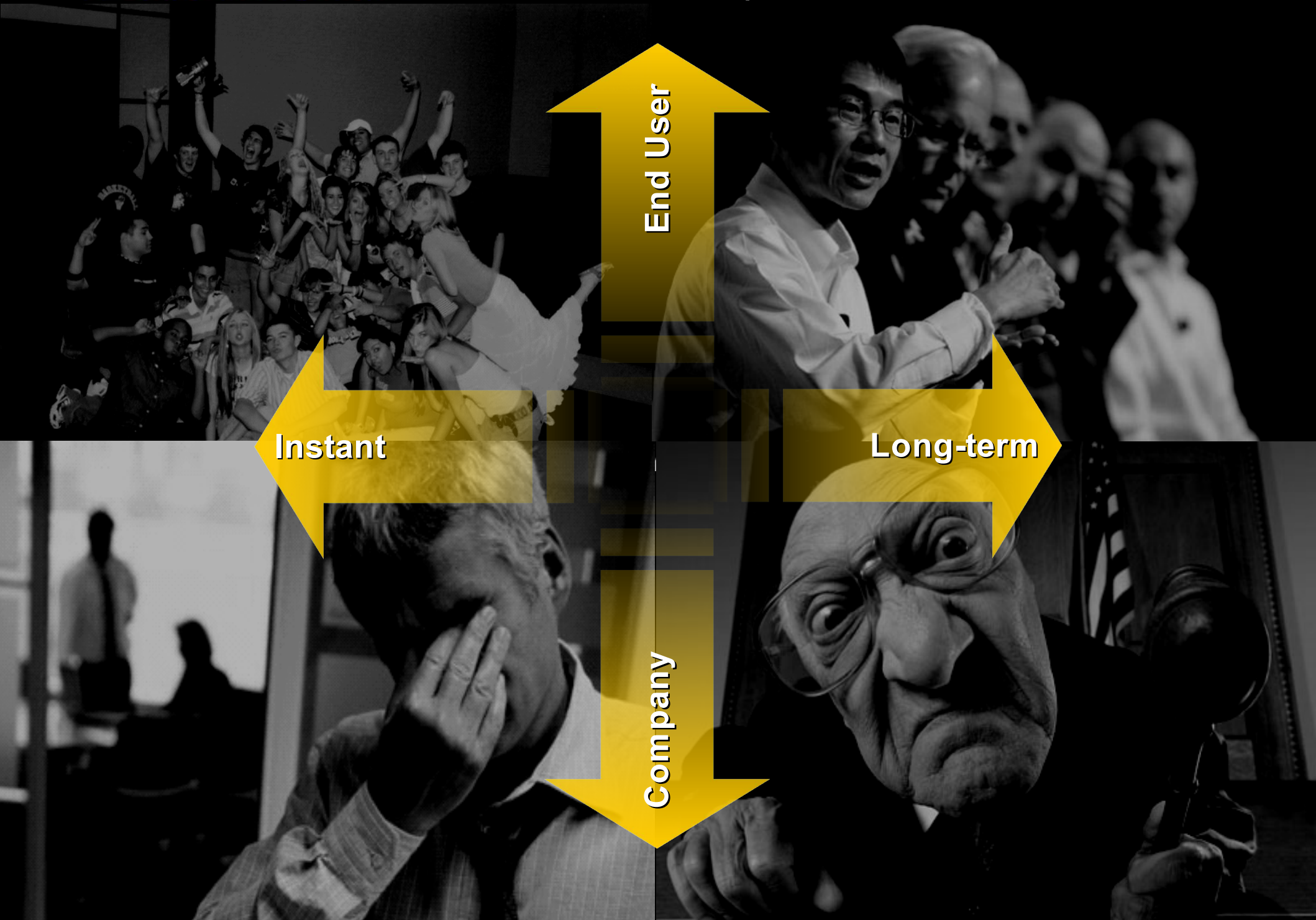
Lotus knows. the importance of regulation



Lotus knows. the differences between people

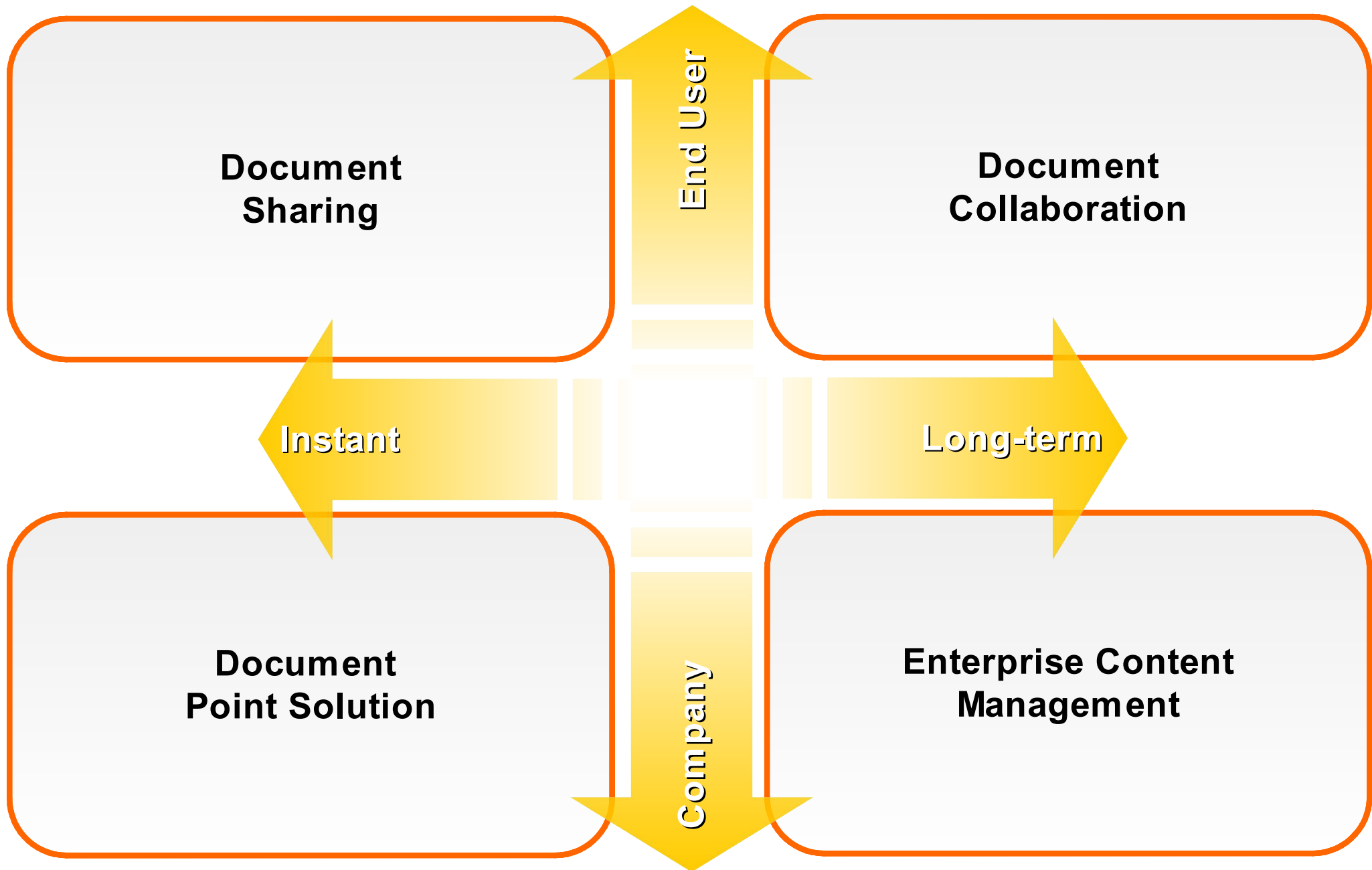


Lotus knows. are based on two important axes



Lotus knows. the document management spectrum

Smarter software for a Smarter Planet.



Lotus knows. the document management spectrum

Smarter software for a Smarter Planet.

Document Sharing

- Definition
- Available solutions
- Examples
- Pro & Con

End User

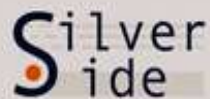
Instant

Long-term

Company



Lotus knows. Silverside loves LotusLive!

[Silverside](#)[My Dashboard](#)[My Network](#)[My Services](#)[Support](#)[Administration](#)[Log Out](#)[Files](#)[Upload Files](#)[New](#)[Recent Activity](#)[Files](#)[My Files](#)[Shared by Me](#)[Shared with Me](#)[Collections](#)[My Collections](#)[Shared by Me](#)[Shared with Me](#)[Recent Collaborators](#)[Groups](#)[Tags](#)[Popular Tags](#)

2010 businessplan faq grafiek
ibm infocenter support verlies
winst

[View as cloud](#) | [list](#) | [all](#)

Easy ways to store and share files

Upload files, create a collection, and share

Upload files to store them, and group files into a collection. Share files and collections with others.

[Create a Collection](#)

Create a Chart, survey and more

- Visualize data in new ways with a Chart.
- Get responses from others by creating and sharing a survey.
- Create bookmarks to share your useful links.

[Create a Chart](#)[Create a Survey](#) | [Create a Bookmark](#)

My Collections

1-8 of 8

Page 1 of 1

[Previous](#) | [Next](#)

| <input type="checkbox"/> | Name | Date Modified | Privacy |
|--------------------------|----------------------------------|-----------------------------|---------|
| <input type="checkbox"/> | Externe Websites | Yesterday, at | |
| <input type="checkbox"/> | Personeelszaken | | |
| <input type="checkbox"/> | Projecten - Silverside Sjablonen | Yesterday, at 4:31:04 PM | |
| <input type="checkbox"/> | Projecten - Prince2 Sjablonen | Yesterday, at 4:30:29 PM | |

Share Collection
Upload File
Stop Sharing
Delete Collection

Lotus knows. GoogleDocs is easy!

[Mail](#) [Calendar](#) [Documents](#) [Photos](#) [Groups](#) [Web](#) [more](#) ▼

[Settings](#) | [Help](#) | [Sign out](#)



Search Docs

Search the Web

New ▼ Upload Add to folder ▼ Delete More actions ▼

All items

Created by me

Starred

Trash

All folders

Items not in folders

AdSense (13 items)

Blogger (29 items)

Misc Projects (11 items)

Mobile (41 items)

Personal (19 items)

Items by type

Shared with...

Adam (30 items)

Andrew (68 items)

Braden (18 items)

Chad (23 items)



Name

Folders / Sharing

Date

TODAY



Wedding Invite List

Personal Jaime, me

2:28 pm



Launch Communications Best Practices

Blogger, Mobile, AdSense Courtney, me, Mayumi,

1:18 pm



To Do

me

1:07 pm



Project Schedule

Misc Projects David, Adam, Andrew, Brad, Greg

12:10 pm



Q4 Projections

AdSense David, Andrea, me, Jeff, Josh, Steve

11:36 am



Upcoming UI Milestones

me, Andrea, Attila, Chris, David, Jeff, Sissie, To

11:03 am



More Fun Than Financial Statements

Misc Projects me, Adam

10:55 am



Africa Market Analysis

Mobile, Published Cherie, Daniel, Evan, Jack, Jo

8:45 am



Doclist Feedback

Ron, Everyone

8:36 am



Christmas Shopping

me, Jaime

6:29 am



Upcoming Blog Posts

Personal me

Jun 11



Development Environment Setup

Blogger, Published Lexi, Adrian, Eric, Fernando,

Jun 11



Untitled

me

Jun 11



Weekly Meeting Notes

Peter, me, David, Joe, John, Marcos, Rod, Ron

Jun 11

YESTERDAY



Web Pipeline Q2-Q3 2007

Mobile, Mayumi, Andrea, me, David, John, Stev

Jun 11

Select: All 50, None

Showing items 1-50 of 359

Lotus knows. Some solutions are free!

4 shared
FREE FILE
SHARING

Search
Feedback

4 Shared, your virtual drive

English



Folder: My 4shared/Fanguides/2009

Current folder sharing link: <http://www.4shared.com/dir/23239585/3aa3254c/2009>

Activate

Messages (1)

Folders

- My 4shared
 - Contests
 - Issued pass lists
 - Maps
 - Nabespreking
 - Tasks
 - Warm-up
 - Correspondence
 - Fanguides
 - 2009
 - Logos
 - Press

2009

Add folder description

| Select | Name | Size | Type | Time | Downloads | Edit | Delete | Download |
|--------------------------|--------------------|----------|------|------------|-----------|------|--------|----------|
| <input type="checkbox"/> | aalsmeer2009.pub | 3,830 KB | File | 2009-11-10 | 2 | | | |
| <input type="checkbox"/> | almere2009.pdf | 1,332 KB | File | 2009-11-10 | 2 | | | |
| <input type="checkbox"/> | almere2009.pub | 978 KB | File | 2009-11-10 | 2 | | | |
| <input type="checkbox"/> | drachten2009.pub | 1,330 KB | File | 2009-11-10 | 2 | | | |
| <input type="checkbox"/> | eindhoven 2009.pdf | 993 KB | File | 2009-11-10 | 3 | | | |
| <input type="checkbox"/> | eindhoven 2009.pub | 1,801 KB | File | 2009-11-10 | 2 | | | |
| <input type="checkbox"/> | franeke2009.pub | 890 KB | File | 2009-11-10 | 2 | | | |
| <input type="checkbox"/> | goes2009.ndf | 3,886 KB | File | 2009-11-10 | 2 | | | |
| <input type="checkbox"/> | goes2009.pdf | 3,320 KB | File | 2009-11-10 | 2 | | | |
| <input type="checkbox"/> | waa2009.pdf | 812 KB | File | 2009-11-10 | 2 | | | |
| <input type="checkbox"/> | waa2009.pub | 1,102 KB | File | 2009-11-10 | 2 | | | |

- Get link to file
- Download
- Email link to file
- Review Comments
- Edit tags and description

- Cut
- Copy
- Delete
- Rename
- Properties

Upload files

Upload files

Please note:

More

Space: 3.8% of 10.00 GB

Tip: Change the Publisher name and no one will be able to see your e-mail address (your login).

One subscription.
Unlimited benefits.

PREMIUM

Get it Now >>

Pro's Document Sharing

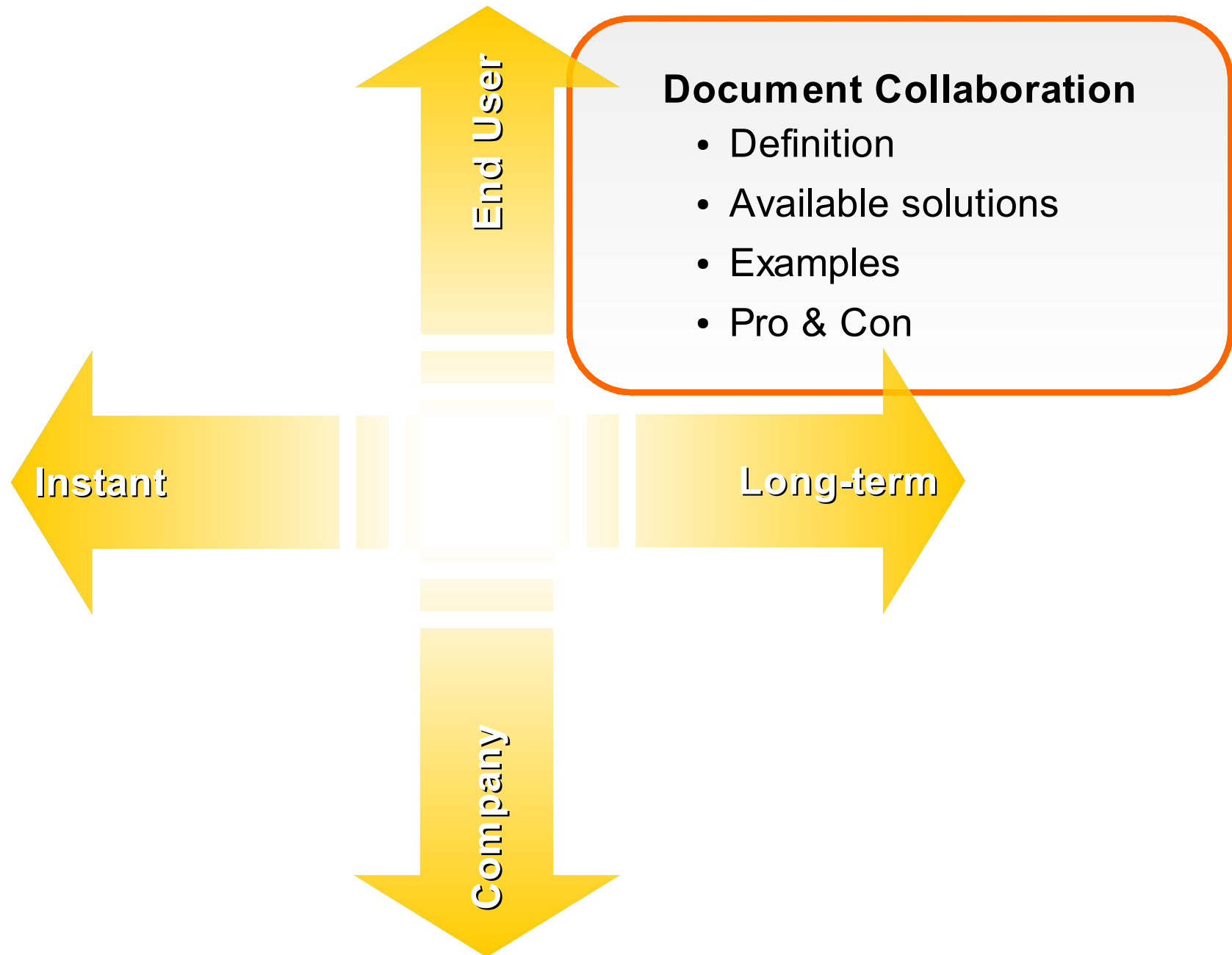
- End users empowerment
- Instant availability
- Cheap / Free
- No ICT borders

Con's Document Sharing

- End user mayhem
- External ownership of your documents
- No warranties / guarantees
- Requires reliable Internet access

Lotus knows. the document management spectrum

Smarter software for a Smarter Planet.



Definition Document Collaboration

- Butler Group 2006 Report on Document Collaboration:
Document Collaboration tools and technologies must support, encourage, and facilitate high-value interactions in a manner that ensures information confidentiality, integrity, and accessibility .
- Key points:
 - Extendible
 - Out-of-the-box Interface
 - Controllable Security
 - Workflow

Solutions Document Collaboration

- Microsoft SharePoint®
- IBM Lotus® Quickr®
- EMC Documentum® eRoom™

Lotus knows. SharePoint looks great!

File Edit View History Bookmarks Tools Help

Most Visited Getting Started Latest Headlines http://moss.contoso...

Give Feedback My SharePoint

Editing Tools

Format Text Insert

StopEditing CheckOut Edit & Check Out

Paste Copy Undo Clipboard

Verdana 24pt

B I U abc x

pt

8 10 12 18 24 36 48 72

Paragraph Styles Layout Editing

This Site:

Wiki Content

Welcome!

Edit content right on the page

Shared Documents

| Type | Name | Modified |
|----------|---|--------------------|
| Folder | FY09 | 6/26/2009 10:01 AM |
| Folder | FY10 | 6/26/2009 10:01 AM |
| Folder | Project Alpha | 6/26/2009 10:01 AM |
| Document | Adventure Works Sales All Hands 1-20-09 | 6/26/2009 9:42 AM |
| Document | Amazon Jungle Package Price Specials | 6/29/2009 4:32 PM |
| Document | Black Diamond Momentum AL Harness | 6/26/2009 9:42 AM |

Documents

- Shared Documents
- Processes
- Correspondence

Lists

- Calendar
- Tasks
- Suppliers
- Dealers

Discussions

- Team Discussion

Sites

People and Groups

Recycle Bin

View All Site Content

Lotus knows. Quickr is a platform for solutions!

Lotus Quickr

Places

Files

Help

Log

Places

My Places

Search in this place

PE4

More Actions

Home

Schedule

Library

Discussion

Issues

Changes

Reports

Tracking

Portfolios

Project Settings

Search

Members

New Page or Folder...

Customize this place

Place Tools

Advanced Search

Work Offline

You are in: PE4

Gantt

Gantt By WBS

Synchronize with MS Project

Close

Done

On Schedule

Moderately Late

Seriously Late

Name

Id

Resources

| | | |
|-------------------------|---------|--|
| EACME | 1 | |
| System Analysis | 1.1 | |
| Requirements | 1.1.1 | |
| Product Description | 1.1.1.1 | |
| Specifications | 1.1.1.2 | |
| Design and Architecture | 1.1.2 | |
| Data Diagram | 1.1.2.1 | |
| Schemas | 1.1.2.2 | |
| Use Cases | 1.1.3 | |
| Ordering | 1.1.3.1 | |
| Search Products | 1.1.3.2 | |
| GUI | 1.2 | |
| HTML Design | 1.2.1 | |
| StyleSheet | 1.2.1.1 | |
| Graphics | 1.2.1.2 | |
| Components | 1.2.2 | |
| Action Bar | 1.2.2.1 | |
| Tab Bar | 1.2.2.2 | |

5-Oct

12-Oct

19-Oct

26-Oct

2-Nov

9-Nov

Pro's Document Collaboration

- Customisable user interface
- Internal ownership
- Controlled “popcorn”
- Administrative control
- Integration with business applications (Office, Mail, Desktop)
- Can be used for Intranet, Extranet and Internet purpose

Con's Document Collaboration

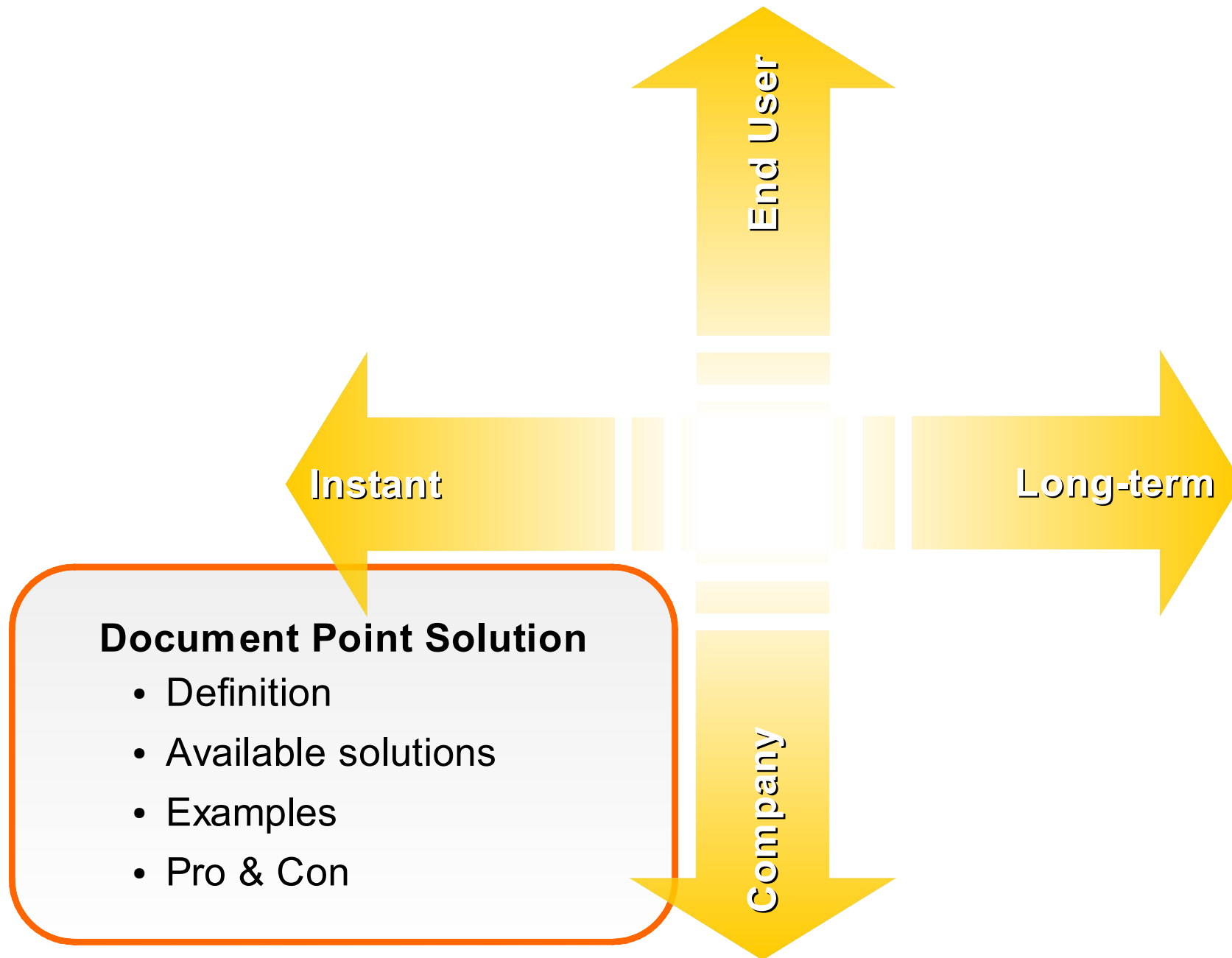
- Requires hardware, maintenance and licences
- Ad hoc implementation
- Requires specific versions of business applications & add-ins
- Security in the hands of end users

Lotus knows. chaos from its positive side!



Lotus knows. the document management spectrum

Smarter software for a Smarter Planet.



Lotus knows. general document types are available



LiveDemo

Tips

To create Microsoft Office document directly, you can click "Document" in the SQUARE view.

Navigator

All Documents
Folder Map
Cabinet Views
Recent Access
Mail
Cabinets
Library

Folders

Cabinet
- Autos
- Cameras
- EMSD
- General Document
- 100.000.Test
- HKSAR
- Mobile
- Others
- P100002783
- rene
- Technical Documents
- Test1
- Watches
- Web Cam

Utilities

Recycle Bin
Full Text Search
Indexing Search
Search Results
Results Folder

Search Welcome Guest | [Logout](#)

Up One Level Folder Document Edit Profile Open Content Check Out Circulate Response Actions

| | Title | Received Date | |
|--|--|---------------|--|
| | Notice: letsshow.hk is under maintenance, pleas... | 09/22/2008 | |
| | Circuit diagram | 04/30/2009 | |
| | enduser_testing2 | 07/25/2009 | |
| | ▶ Proposed Site Master Plan | 11/21/2008 | |
| | img-7250804-0001 | 07/27/2009 | |
| | akta kerja 1955 (bi) | 07/25/2009 | |
| | Web Services Addressing Metadata | 10/30/2008 | |
| | ▶ Sample document for demo | 04/22/2009 | |
| | Sample document for demo | | |
| | ▶ XHTML 1.0 Specification | 10/30/2008 | |
| | Web Services Policy 1.5 Framework | 10/30/2008 | |
| | Web Services Descripton Language Version 2.0 ... | 10/30/2008 | |
| | CSS Level 2 Specification | 10/30/2008 | |

Preview Pane

Up One Level
Open Parent Folder Profile
Folder
Document
Edit Profile
Open Content
Check Out
Circulate
Response
Move
Move to another cabinet
Delete
Forward as Link
Full Text Search
Indexing Search
Print

Lotus knows. when to pay the bill!

FastScan - BasWare Invoice Processing - IP30 Test

File Screen Image Help

BasWare

Delete Invoice

Delete Page

Rescan Page

Scan Another Page

Recognize Page

+ -

Exit

Basic Data

Recognition Templates

Invoice search

New Scan Batch

Total 4 invoices - 4 pages

Invoice Number

1

< >

Page #

1

(1)

< >

*Supplier

40045

...

Leicester

Viking Direct Ltd

*Invoice Number

0729

*Invoice Total

1,296.03

Invoice Date

25/02/2003

...

Due Date

27/03/2003

...

Currency

GBP

...

Company

7920

...

Invoice Type

...

Term of Payment

30 DAYS

...

Recognize Batch

Save Scan Batch



Date: 25/02/02

Invoice No: 0729

Originator:

Ref: IT Department

Due Date: 25/03/02

Invoice

Thank you for your recent order from Viking.

| Item | Ref. Number | Amount | Cost |
|--------------------|-------------|----------|----------|
| Printer Paper | 0112378 | 25 packs | £100 |
| Post-it | 911234 | 15 packs | £ 20 |
| Color Print Paper | 276182 | 25 packs | £110 |
| Overhead Projector | 372942 | 1 | £278 |
| Slide Projector | 10293 | 1 | £579 |
| Drywipe Board | 389242 | 1 | £11 |
| Marker Set | 899191 | 1 | £5 |
| Sub Total | | | £1103.00 |
| VAT @ 17.5% | | | £193.03 |
| Total | | | £1296.03 |

Kindly issue a cheque or advise us of your credit/debit card details

Pro's Document Point Solution

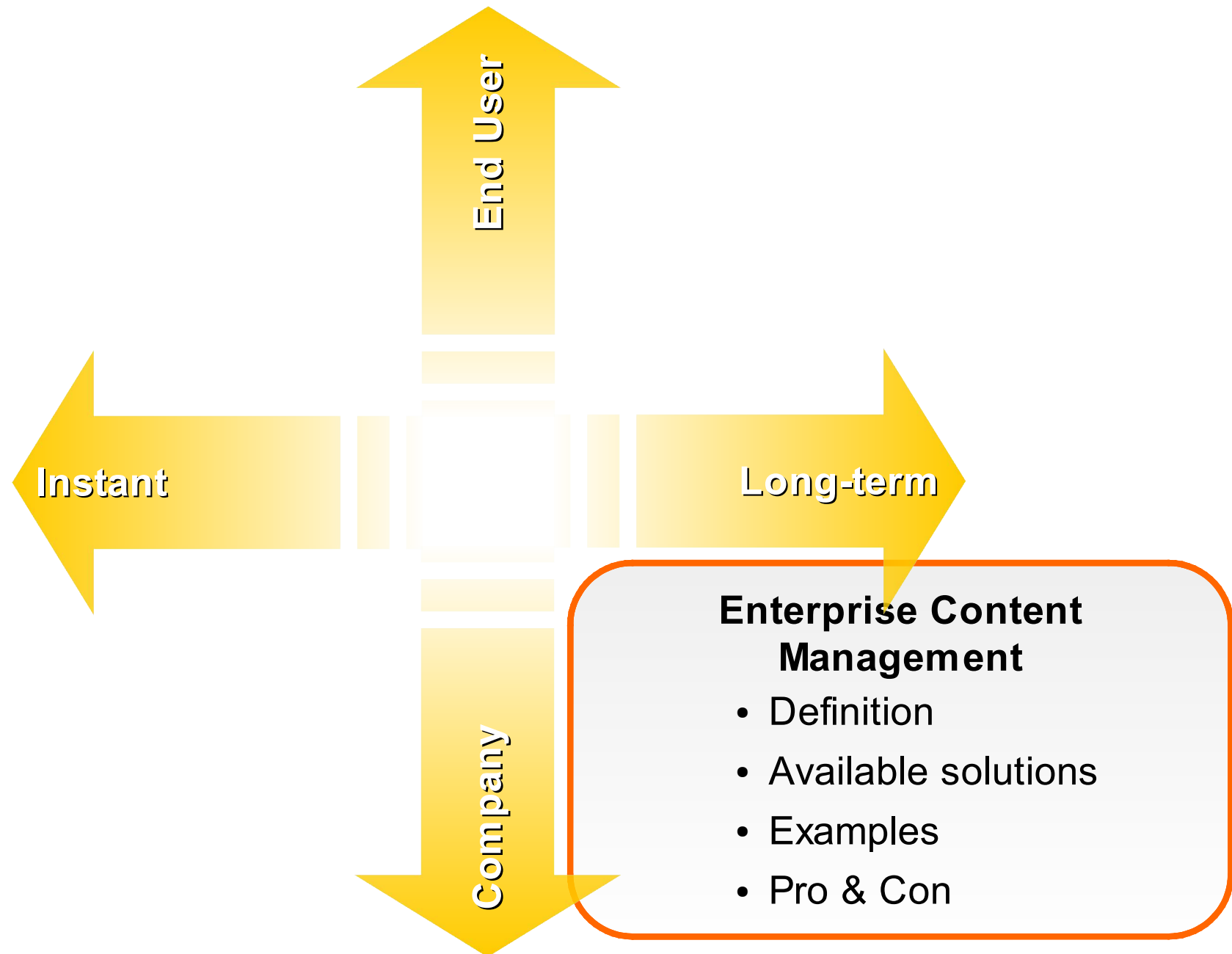
- Out of the box document types
- “Experience included”
- Deep functionality
- Integrated with branch specific applications
- Fast implementation / Low risk
- Pre calculated Return on Investment

Con's Document Point Solution

- Small room for customization
- Different user interface per point solution
- Solves only one problem area
- Depending of suppliers future vision and product development
- High entry investment

Lotus knows. the document management spectrum

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Definition Enterprise Content Management

- 2008 AIIM Definition:

Enterprise Content Management (ECM) is the strategies, methods and tools used to capture, manage, store, preserve, and deliver content and documents related to organizational processes. ECM tools and strategies allow the management of an organization's unstructured information, wherever that information exists.

- IBM Definition:

IBM Enterprise Content Management helps companies manage content, optimize business processes, and enable compliance with an integrated infrastructure.

- Key points:

- Business Process Management
- Lifecycle Management
- Meta data
- Enterprise Search

Solutions Enterprise Content Management

- IBM FileNet®
- IBM Content Manager®
- EMC Documentum®
- OpenText eDocs™ (formerly Hummingbird®)

Lotus knows. ECM controls huge amounts!

LPC JSR168 Search portlet

[Search criteria results]

| Showing 1 - 3 of 3 Page 1 of 1 | | | | | | | |
|--------------------------------|--------------|---------------|---------------|---------------------------|----------------|---------------------|-------------|
| <input type="checkbox"/> | Schadenummer | AantalPaginas | Documentsoort | Documentdatum | Verwijderdatum | Collectiviteitscode | Polisnummer |
| <input type="checkbox"/> | 12345 | 1 | Algemeen | 9/14/2009 | | | 987654321 |
| <input type="checkbox"/> | 112233 | | | 12/7/2009 | | | 112233 |
| <input type="checkbox"/> | 112233 | | | 12/7/2009 | | | 112233 |

Showing 1 - 3 of 3 Page 1 of 1

[Back to search](#) [Delete](#) [New document](#)

LPC JSR168 Document Editor portlet

112233

Attributes Attachments

* Schadenummer 112233
AantalPaginas
Documentsoort
Documentdatum 12/7/2009
Verwijderdatum
Collectiviteitscode
Polisnummer 112233

[Save](#)

LPC JSR168 Resource Viewer portlet

Resource 1



Lotus knows. ECM asks meta data for this control!

Windows Explorer DM Extension

Bestand Beeld Favorieten Document Zoeken in DM Map Werkrumtes Opties Help

Vorige Zoeken Mappen

Adres Windows Explorer DM Extension Ga naar

List Details Refresh Zoekopdracht Recent Bekijken Afdrukken Meenemen Inleveren Registratie Versies Historie Kopiëren Verzenden

Mappen

- Bureaublad
- Mijn documenten
- Deze computer
- Mijn netwerkllocaties
- Prullenbak
- Windows Explorer DM Extension
 - Applicaties
 - <Recent bewerkte documenten>
 - Sjablonen
 - Workspaces
 - VDV
 - Attaché
- Calculatie import bestanden
- Output
- Publicatie1_bestanden
- Snagit32
- Temp

Naam

- Applicaties
- <Recent bewerkte documenten>
- Sjablonen
- Workspaces
- VDV
- Attaché

Er is geen document geselecteerd

Zoekformulier Van der Vorm

Zoeken in registratievelden

Documentnaam: Docnr:

Auteur:

Projectnummer: Sub Proj. num:

Categorie: Onderdeel:

Stabu:

Bedrijf:

Tekeningen

Status:

Opdrachtgever:

Tekening Nr: Aan / Van:

Doc. Datum:

Applicatie:

Status:

Bewaarschema

Opslagtype:

Gemaakt door:

Gemaakt op:

Bewerkt door:

Bewerkt op:

Zoeken op inhoud

Zoeken naar:

in: Documentinhoud

☒ Beveiligd

OK Annuleren

6 object(en) 1 object(en) geselecteerd Primaire groep: DOCS_SUPERVISORS; Bibliotheek: VI

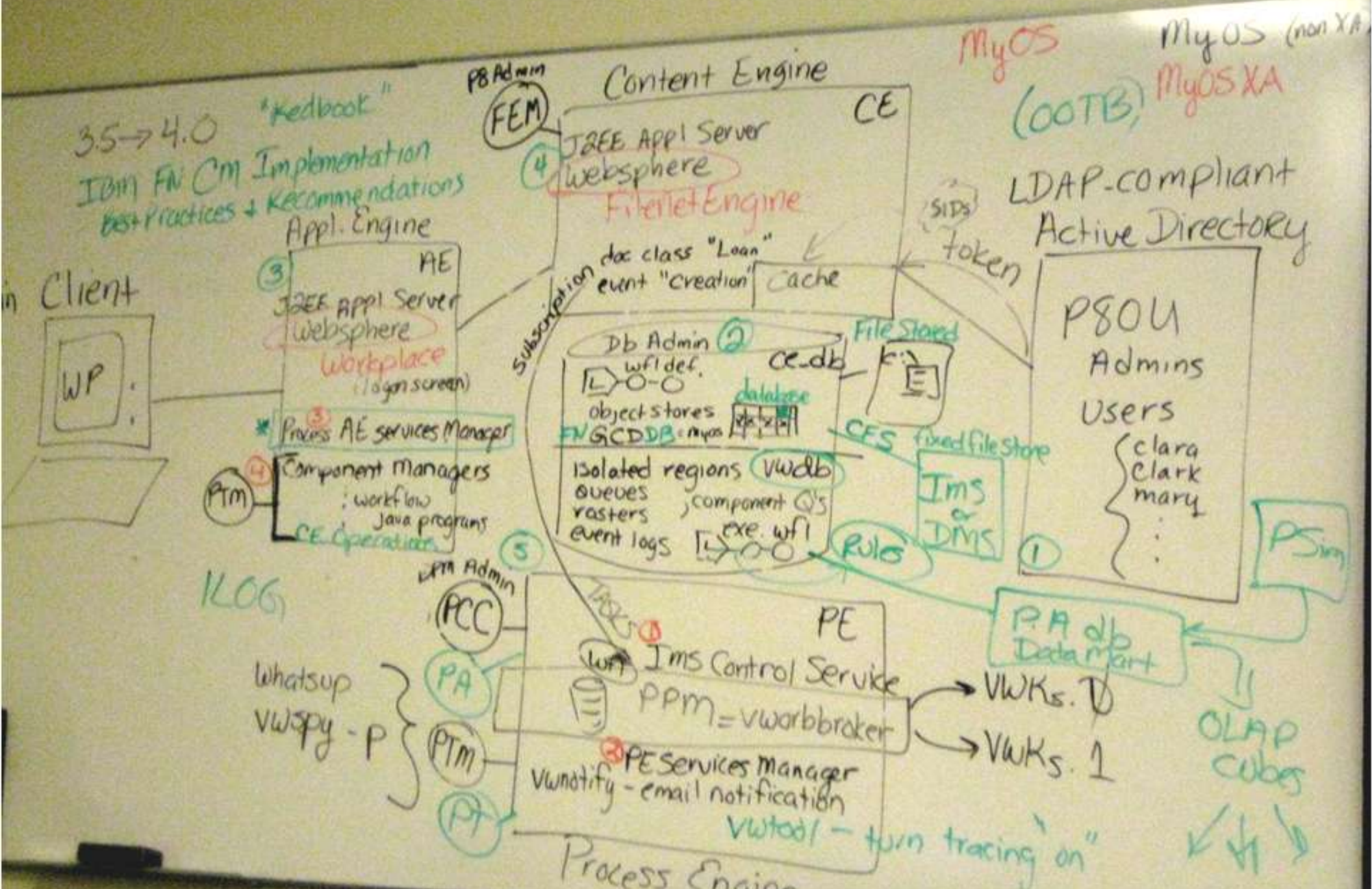
Pro's Enterprise Content Management

- Complete control
- One platform
- Integration
- Capacity
- High availability

Con's Enterprise Content Management

- Expensive
- Specific expertise
- Multiple servers
- Long implementation
- Start from scratch
- User acceptance

Lotus knows. ECM requires a complex foundation!

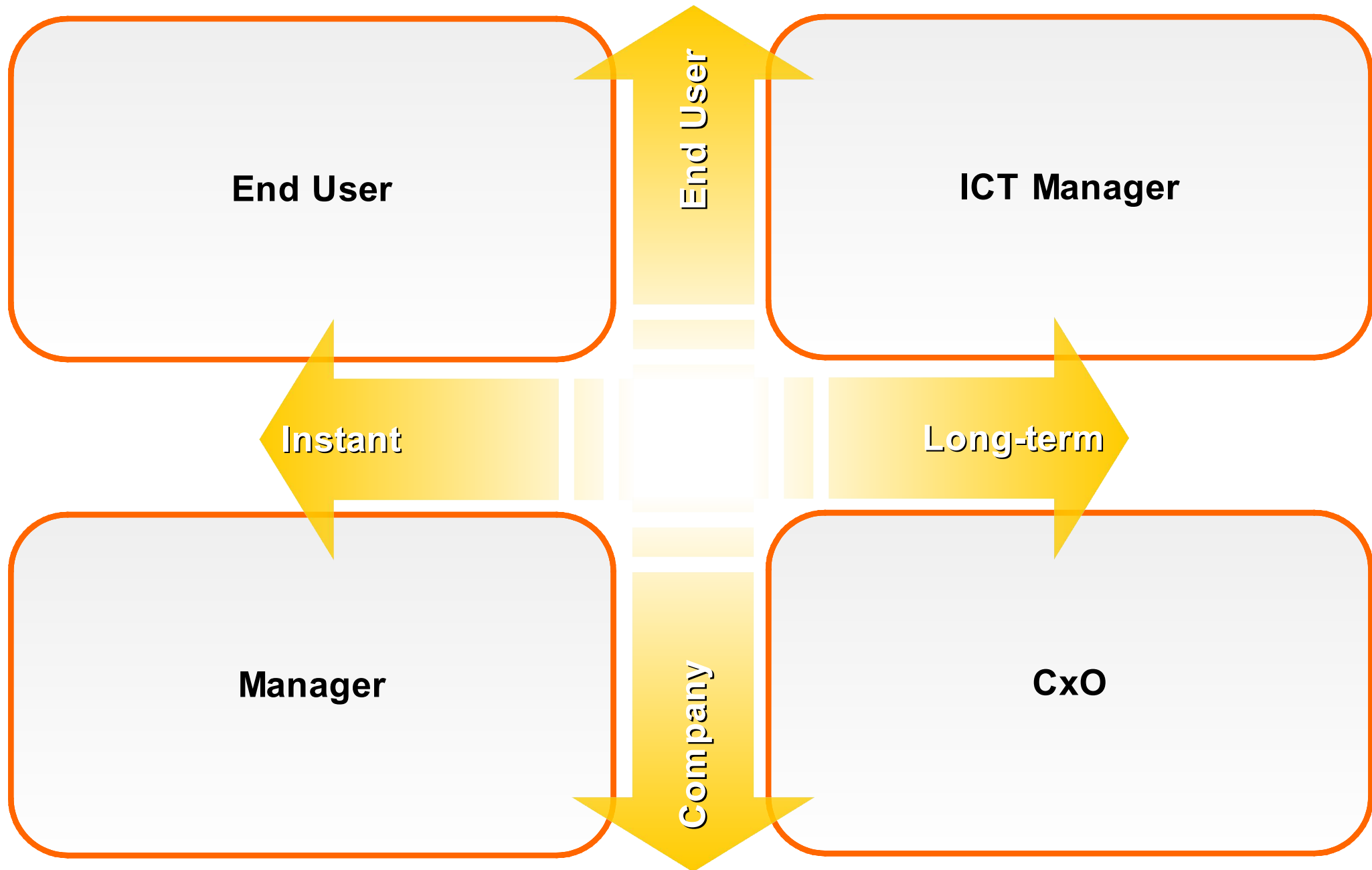


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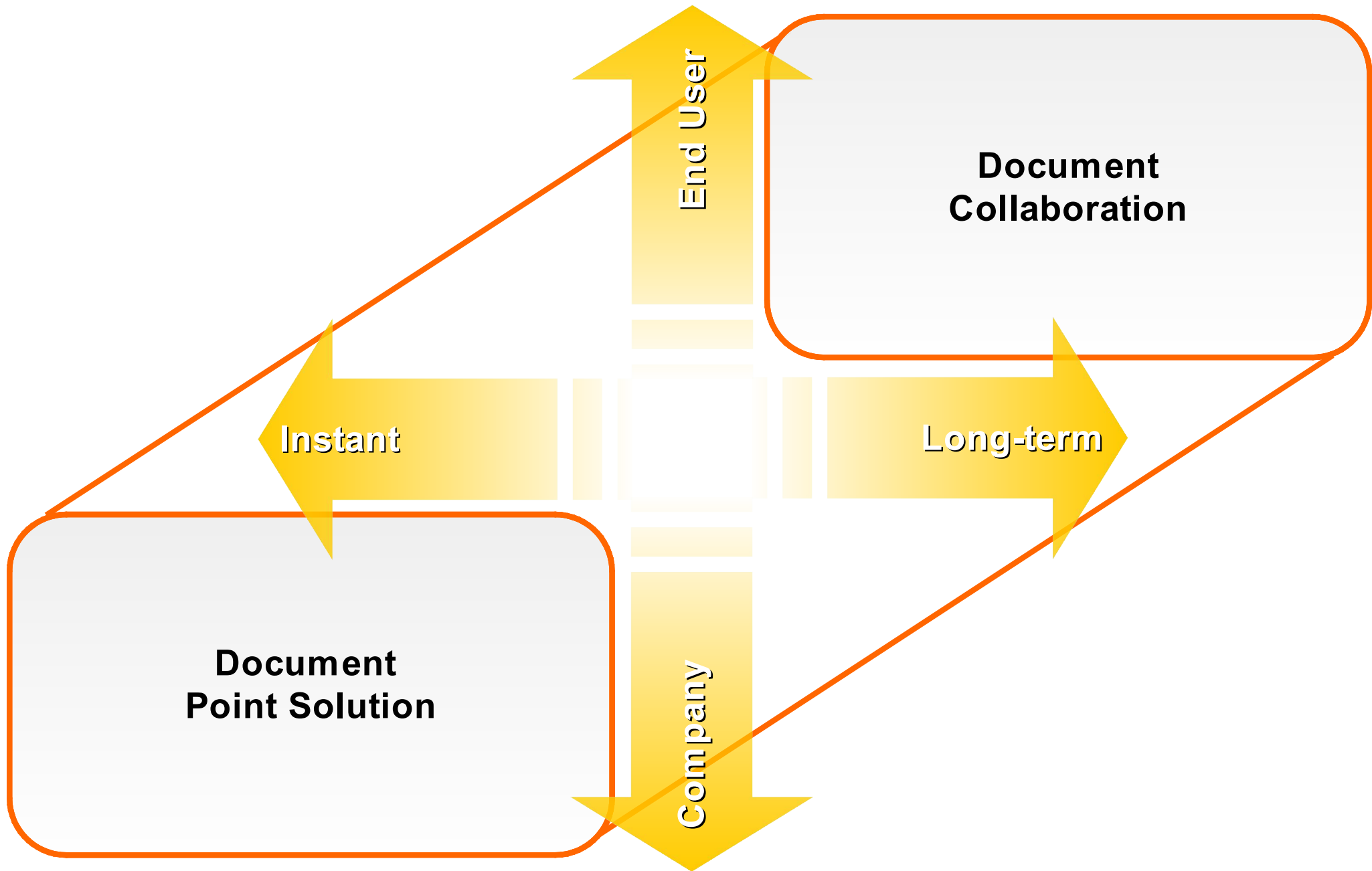
Lotus knows. the preferences of the users!

Smarter software for a Smarter Planet.



Lotus knows. to combine!

Smarter software for a Smarter Planet.



Lotus knows.

Smarter software for a Smarter Planet.

FastScan - BasWare Invoice Processing - IP30 Test

File Screen Image Help

BasWare

Delete Invoice Delete Page Rescan Page Scan Another Page Recognize Page + - Exit

Basic Data

New Scan Batch

Total 4 invoices - 4 pages

Invoice Number 1 < >

Page # 1 (1) < >

*Supplier

40045 Leicester

Viking Direct Ltd

*Invoice Number *Invoice Total

0729 1,296.03

Invoice Date Due Date

25/02/2003 27/03/2003

Currency Company

GBP 7920

Invoice Type Term of Payment

30 DAYS

Recognize Batch

Save Scan Batch

VIKING DIRECT

THANK YOU FOR YOUR RECENT ORDER FROM VIKING

Date: 25/02/02
Invoice No: 0729
Originator:
Ref: IT Department
Due Date: 25/03/02

Invoice

Thank you for your recent order from Viking.

| Item | Ref. Number | Amount | Cost |
|--------------------|-------------|----------|----------|
| Printer Paper | 0112375 | 25 packs | £100 |
| Post-It | 911234 | 15 packs | £ 20 |
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| Slide Projector | 10203 | 1 | £579 |
| Drywipe Board | 389242 | 1 | £11 |
| Marker Set | 899191 | 1 | £5 |
| Sub Total | | | £1183.00 |
| VAT @ 17.5% | | | £183.03 |
| Total | | | £1296.03 |

Kindly issue a cheque or advise us of your credit/debit card details

Lotus Quickr Places Files

Places My Places

Lotus Domino Document Manager

You are in: Domino.Doc Redbook Team >Library >Redbook Collateral

Redbook Collateral

More Actions

Hide Folder Navigator

- Home
- Discussion
- Library
- Apps
- Background Docs
- Framemaker Files
- Graphics
- Personal Info
- Project Schedule
- Redbook Collateral
- TestDocs

Type Title

- ☐ Collaborative Author Example with Draft an
- ☐ DDM Lab Information In Cambridge Office.
- ☐ DDMRedbookSummary.odp
- ☐ DomDoc Event Examples.doc
- ☐ Domdoc functionality demo.odp
- ☐ DomDoc Redbook Presentation to Quickr
- ☐ DXL Studio - Lotusphere Presentation
- ☐ Law Firm Dom Doc Example.odp
- ☐ Quickr Connector Issues.odp
- ☐ Quickr Event Model.ppt

Place Tools

Advanced Search

Upload to Library

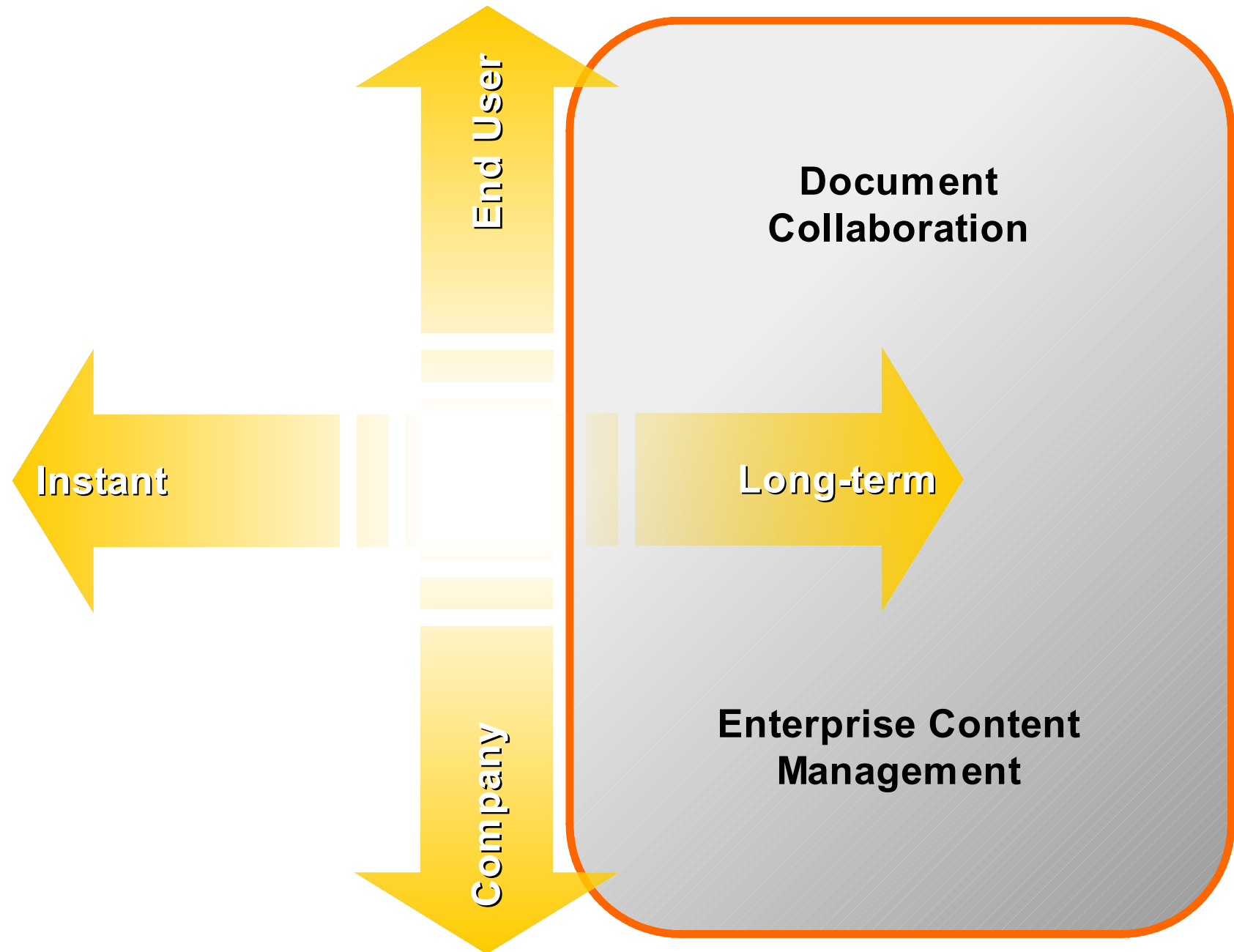
Drag files and folders from your computer to upload

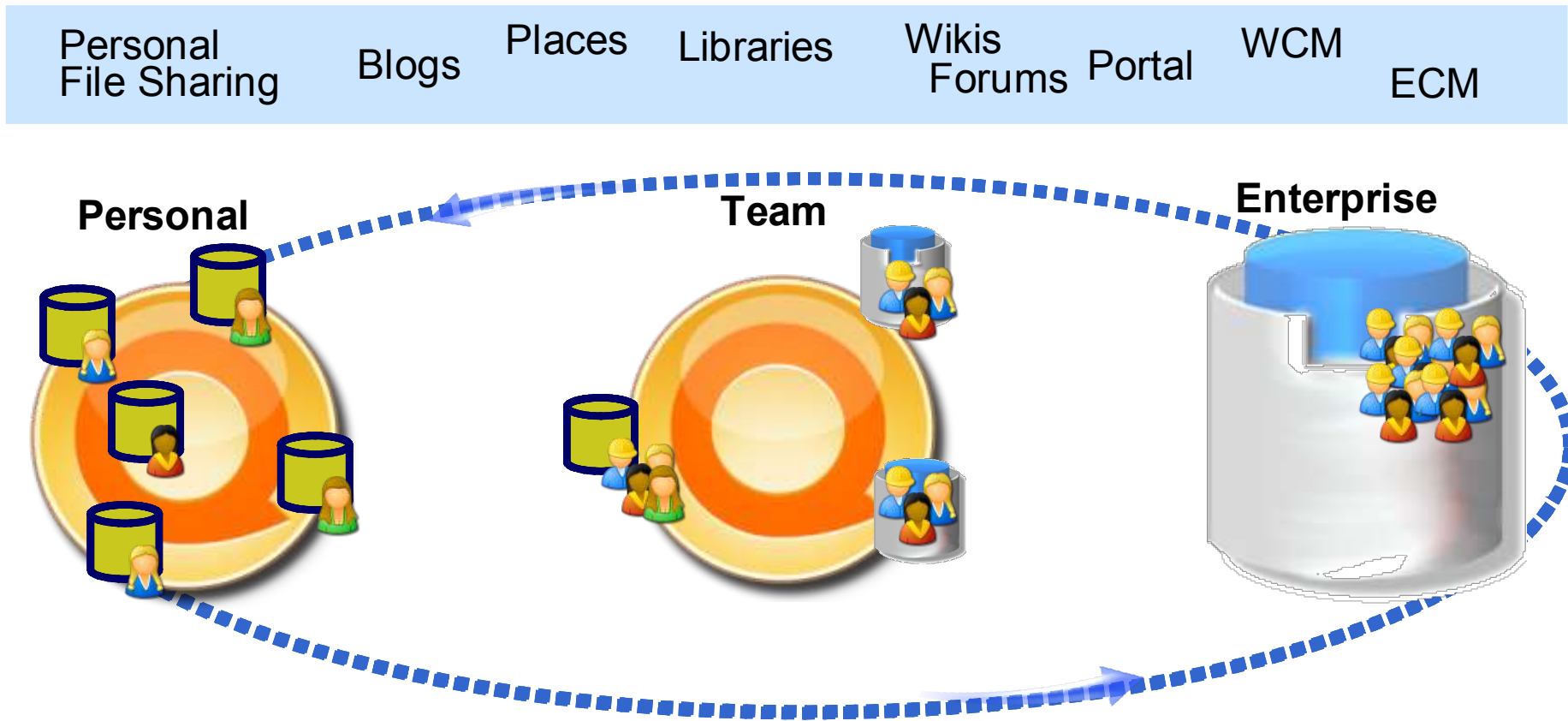
Show: 10 20 50 100 All items

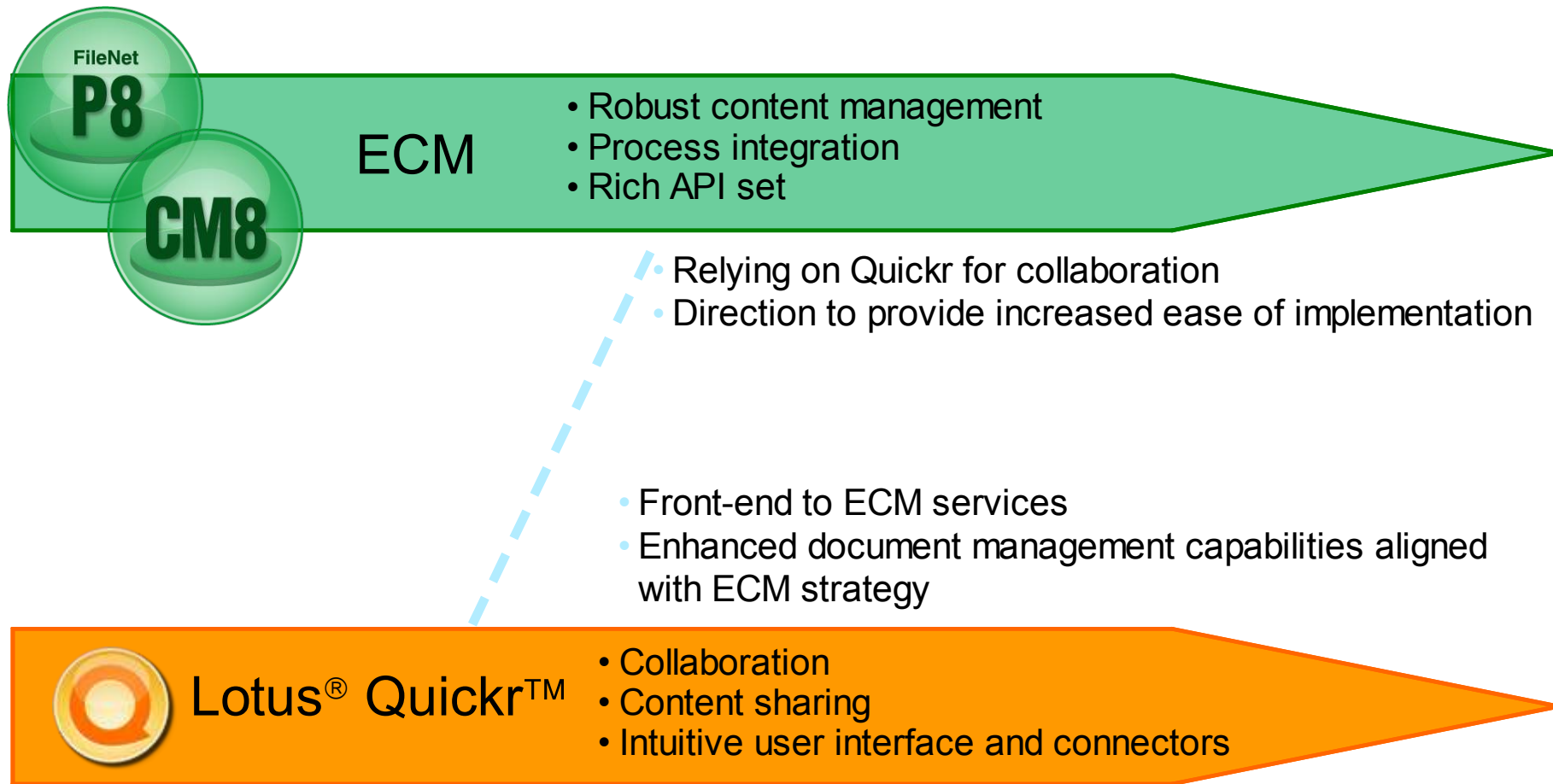
Hide all responses

Lotus knows. how to integrate freedom & compliance!

Smarter software for a Smarter Planet.

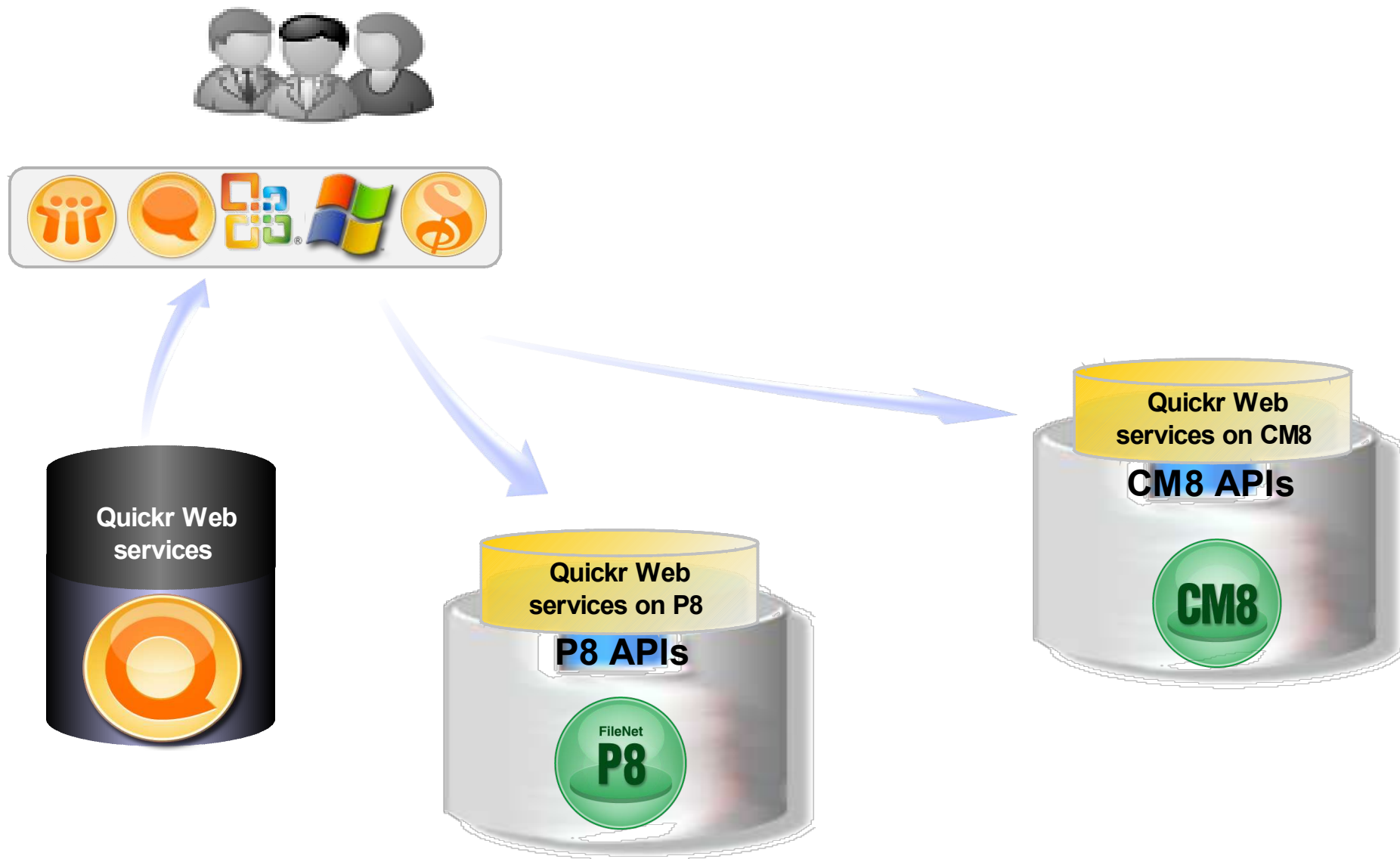


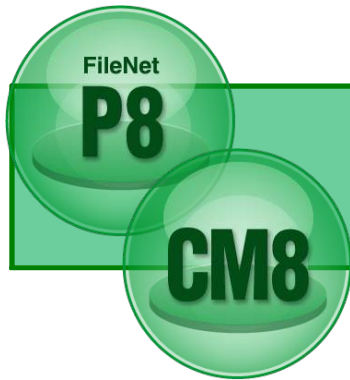




Lotus knows.

Smarter software for a Smarter Planet.





ECM

- Robust content management
- Process integration
- Rich API set

Enter properties:

General information:

Administrator name:

Auxiliary record ID:

Preserve expiration settings: ☐ Yes ☐ No

Administrator's phone:

Record code: ☐ 3146 ☐ 3255 ☐ 665

Contractor Information:

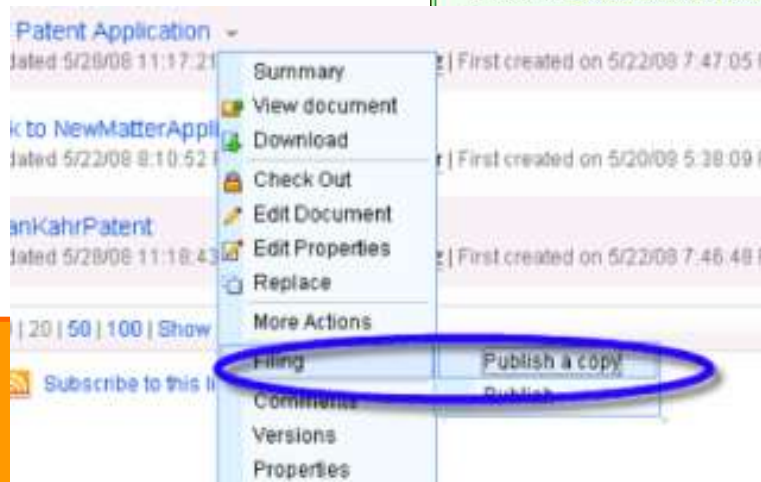
Contact name:

Contact phone:

Address 1:

Address 2:

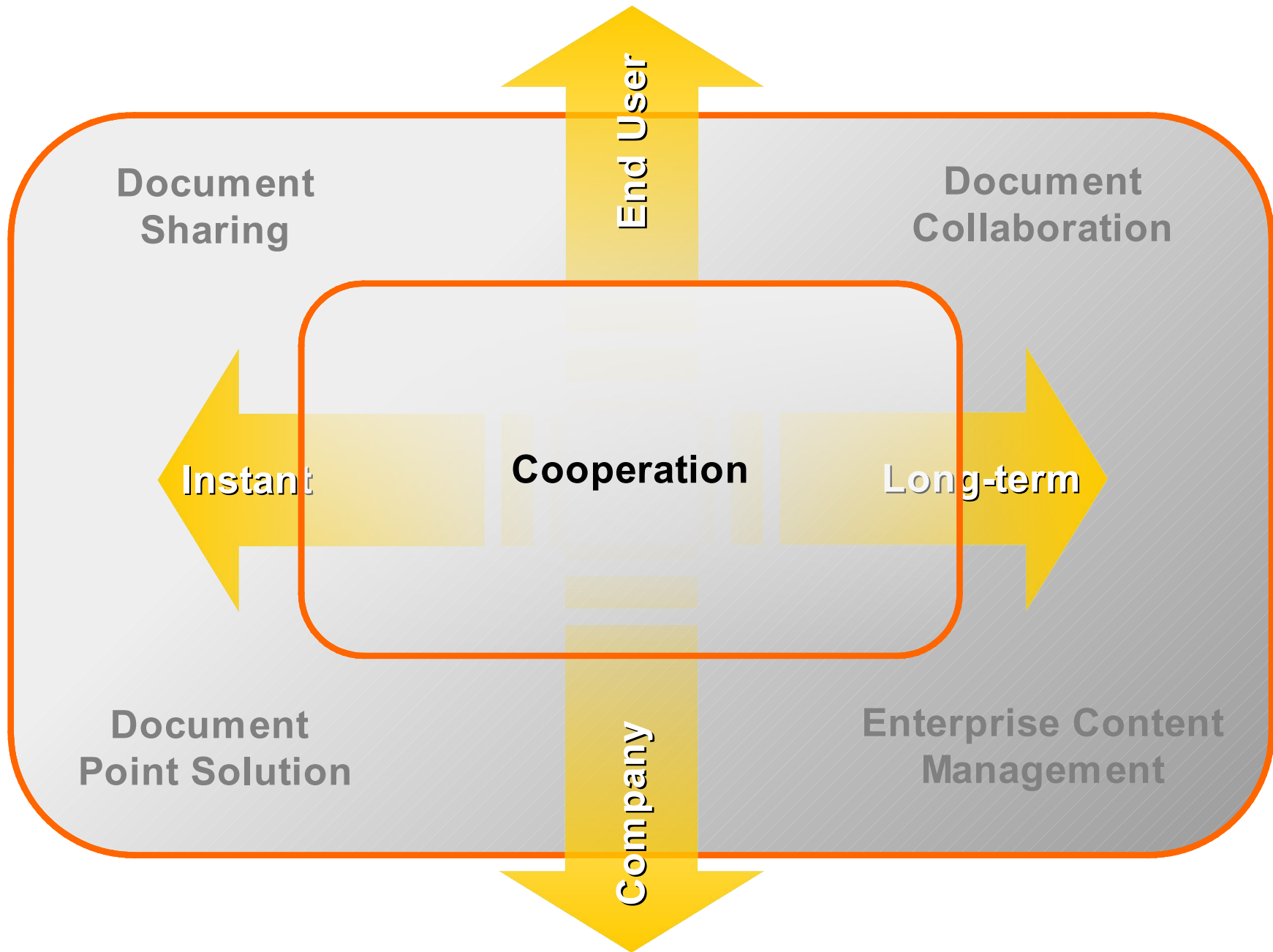
Publish: Design Partners Program.doc
Publish to: renovations.filenet.com/Customer Engagements



Lotus® Quickr™

Lotus knows. cooperation despite differences

Smarter software for a Smarter Planet.



Lotus knows. Domino.Doc was a cooperation model

iDoc - Windows Internet Explorer

http://127.0.0.1/domdoc/defaultlib.nsf

Go Advanced

Created after 21-06-2007

Document Discussion

My HomePage

Site Map

- CONTROL
- EDU Graduation
- EDU Lesson Material
- EDU Student Material
- SUPPORT
- Life Cycle
- Checked Out
- Favorites
- Recently Edited
- Saved Searches

Invoices > 16401: Silverside >

PO00000001: Silverside - Vooronderzoek Portal

Silverside Inkooporder

Crediteur: 16401: Silverside
Ordernummer: PO00000001
Valuta: EUR
Totaal excl. btw: 6.900,00
Marge: 0,00%
Facturen: [2006.246](#)

Bewerk opmerkingen

Document details

Document Number: 09-12-2006-SMO1-1SK8
Created By: Administrator/SilverDemo
Date Created: 12/09/2006 04:22:49 PM
File name: NIMAG.iPublish.PVA.v1.0.pdf
Version: 2.0
Document Type: Silverside Inkooporder
Document State: Released

Silverside

PVA.v1.0.pdf

Silverside

Plan van Aanpak
iPublish

Page 1 of 10

Lotus knows. there are solutions from IBM partners

The screenshot displays the Docova Document Manager web application interface. The main navigation bar includes 'Documents', 'Libraries', and a set of tabs: 'Home', 'Content', 'Workflow', 'To Do', 'Favorites', and 'Search'. The 'Content' tab is active, showing a folder view for 'Folder: Artikel B'. The left sidebar shows a tree structure under 'SilverDoc' with folders like 'Artikelen', 'Contracten', 'Financien', etc. The main content area displays a table of documents.

| | Title | Ver. | Status | Type |
|--------------------------|---------------|-------|----------|-----------|
| <input type="checkbox"/> | complaint | | Draft | Complaint |
| <input type="checkbox"/> | complaint 2 | | Draft | Complaint |
| <input type="checkbox"/> | contract | 0.0.0 | Draft | Contract |
| <input type="checkbox"/> | LEI licenties | | Released | Mail Memo |
| <input type="checkbox"/> | Voorstel | 0.0.0 | Draft | Proposal |

Two dialog boxes are open. The 'New Document -- Webpage Dialog' is in the foreground, showing a list of document types. The 'DocLogic Explorer' is in the background, showing a tree of productivity-related folders.

New Document -- Webpage Dialog

Creating New Document
Document type determines the fields and content sections available within the document.

Select Document Type:

- Change Request
- Client Correspondence
- Complaint
- Contact
- Contract
- Correspondence
- File document
- Invoice
- LTR428.J.001
- Mail Memo
- Marketing Plan
- PRF

Description:
Select the document type above to see its description.

DocLogic Explorer

File Settings Help

Docova Document Manager

Checked-out Files Productivity Alerts Import

- Pending Workflow
- To Do
- Personal Watches
- Other Watch Lists
- Favorites
- Recently Edited
- My Documents

Create Document **Cancel**

Lotus knows. when to change tires!

Smarter software for a Smarter Planet.

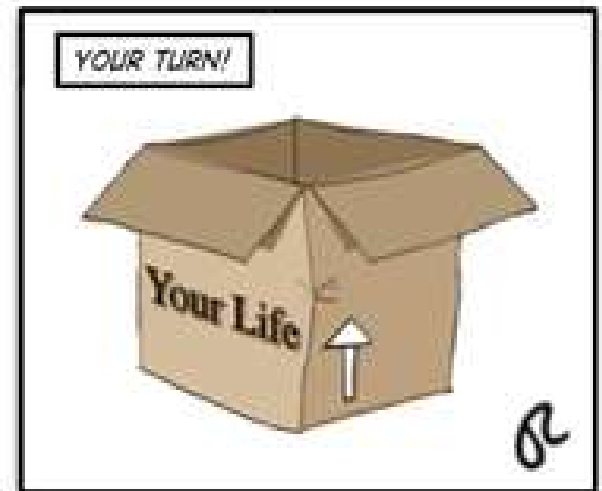
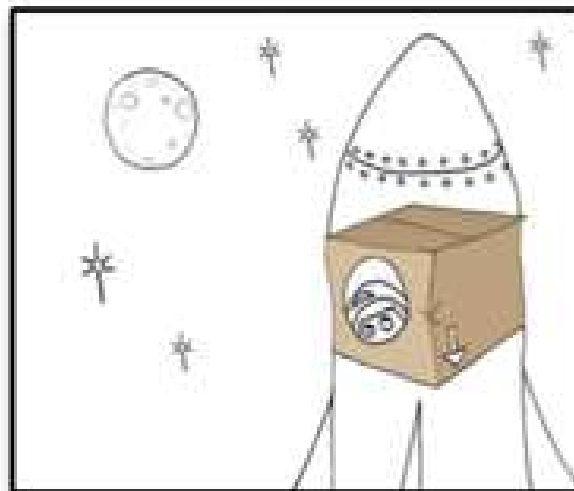
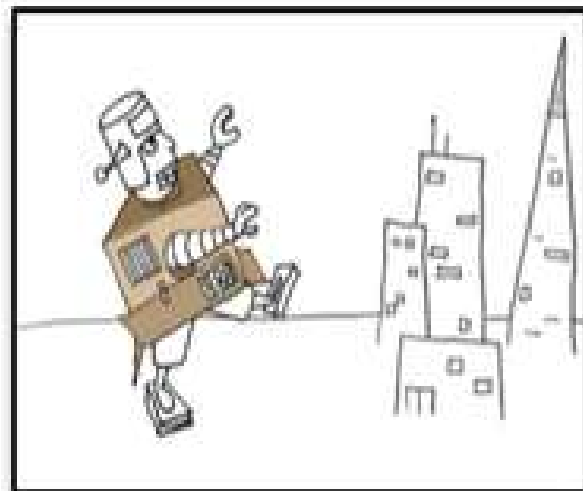
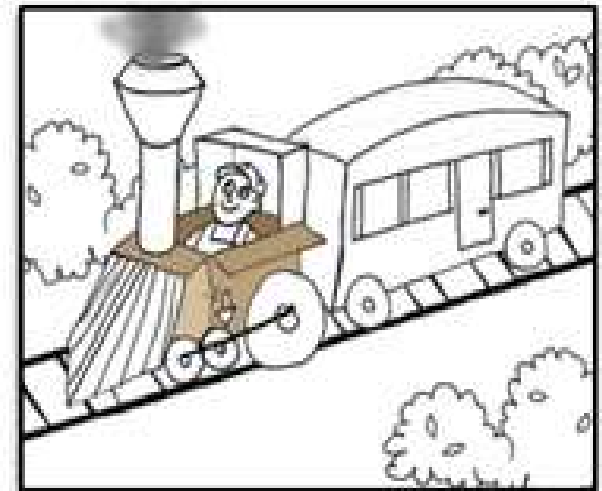
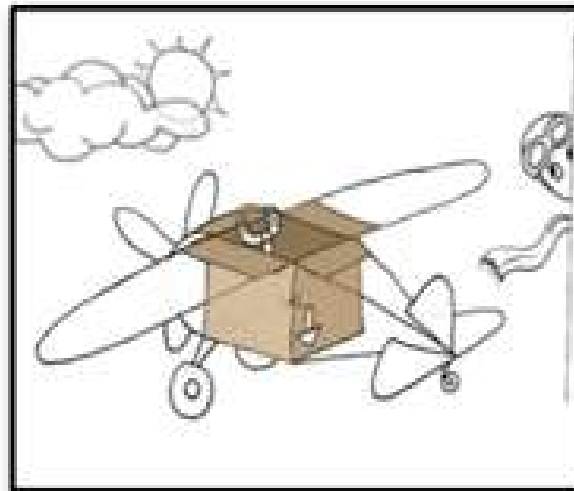


Agenda

- Different corporate languages
- Defining the spectrum
 - Freedom versus Compliance
 - Fast versus Longterm
- Mixing the alternatives
- Conclusion

Lotus knows. thinking outside the box!

Smarter software for a Smarter Planet.



Friday Reflections by J. Cook, (c) Analisa Enterprises, LLC

Questions?

Femke Goedhart

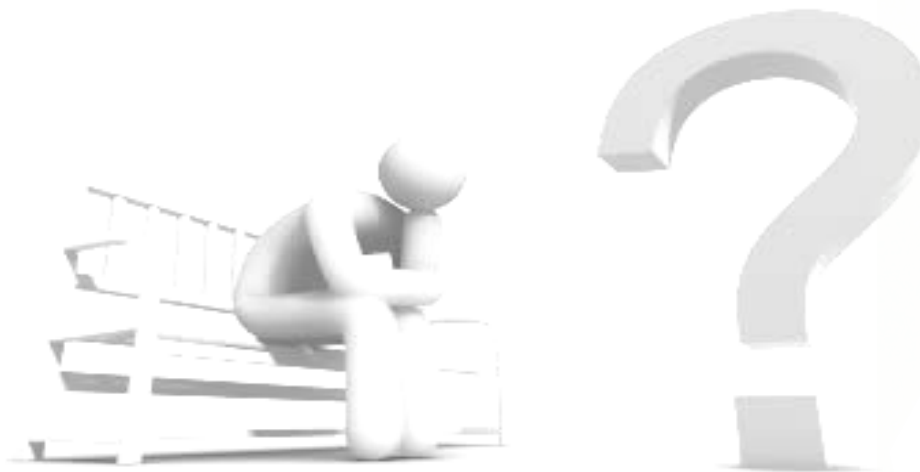
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<http://www.docova.com/>



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