

HP Enterprise Content Management Solution

HP and Microsoft Solutions for the People-Ready Business



Overview

- **Empower** your people with better access to information
- **Connect** to enhance information management and publishing
- **Simplify** to reduce costs and enhance customer satisfaction



“The Corporation is striving to go beyond mere compliance. This HP solution helps us make ourselves into a very agile, responsive enterprise.”

—Janet Finlaison, CIO, Alberta Pensions Administration Corporation

The content management challenge

You’re not alone if managing content is one of the more significant challenges your organization is facing today.

The sheer volume of documents and multitude of content such as rich media, XML or text documents—both paper-based and electronic—places an enormous drain on resources. Chances are your organization struggles to catalog, process, manage and publish information essential to day-to-day activities and archiving requirements.

At the same time, you are more than likely looking for ways to manage documents more effectively to help streamline your workflow processes and reduce associated costs.

Adding to the challenge are industry and government regulations such as Sarbanes-Oxley, UK National Archives, DOD 5015.2 and Basel II that mandate new requirements for records management and historical tracking of legal, financial and other information.

Does all this sound familiar?

A better way to manage content

In essence, what you need is a solution that lets you efficiently manage enterprise content throughout its lifecycle—from initial capture or creation through content review and business processing right through to final web publishing—so that you can leverage this content to drive better business outcomes.

As part of the rich portfolio of HP and Microsoft Solutions for the People-Ready Business, the HP Enterprise Content Management Solution can be readily customized to meet your business requirements, which might typically include:

- Simplifying web content management
- Effectively managing and repurposing information assets
- Automating document-centric business processes and integrating with back-end business systems
- Using intelligent forms and smart documents that automatically include data elements coming directly from line-of-business applications
- Archiving business records to comply with applicable regulatory requirements

The HP solution

Putting our experience into practice, HP consultants can help you customize the HP Enterprise Content Management Solution to meet your specific requirements. Your comprehensive solution will encompass a unique combination of HP services, HP hardware and technology, and Microsoft® technology, plus third-party offerings, as appropriate. Specific solution elements may include:

HP services

HP consultants and solution architects help customize and integrate Microsoft technologies to design and deliver an end-to-end HP Enterprise Content Management Solution using the following services:

- **Assessment and strategy**—HP consultants work with your team to analyze your organization’s information and requirements in the context of current business and IT environments related to document-based business processes. Next, we help create a strategy to address these requirements, exploring the end-to-end information flow and business process automation.

- **Planning and design**—We work with you to design the architecture, topology, governance model and associated security policies and define the business processes for document flow. We then design the document and records repository or web content site, addressing needs such as capture, manage, store, preserve and deliver documents or creating an external web content site.
- **Proof-of-concept**—We create a proof-of-concept solution coupled with supporting services to shorten the learning curve, prototype key mechanisms, develop accurate requirements and easily extend your enterprise content management solution into a production pilot project.
- **Information rights management**—As needed, we address your document privacy and data protection, including compliance requirements for a range of industries.
- **Enhanced security**—HP offers security services and solutions that use HP and Microsoft technologies, coupled with HP perimeter and host-hardening security services, to help to protect your enterprise content.
- **HP education and training services**—To help you make the most of your HP Enterprise Content Management Solution, HP offers online and classroom courses for technical and business professionals, as well as customized training programs and knowledge transfer methods.

HP technologies

- **HP ProLiant servers, HP BladeSystem and HP StorageWorks storage systems**—featuring tested configurations that are based on your typical workloads to deliver reliability and scalability for your enterprise content management infrastructure, plus scalable performance and archival storage to meet the even the largest enterprise requirements
- **HP Insight Control and ProLiant Essentials**—featuring remote control and management, proactive warning and alerts plus rapid and reliable system deployment to help you manage your server environment effectively
- **HP Software products**—offering the most complete end-to-end multi-platform management software suite to help you monitor and manage your IT environment
- **HP document capture devices and AutoStore software**—enabling you to digitize paper documents, such as invoices, contracts and correspondence, and then publish into your portal using Microsoft Office SharePoint Server 2007

Microsoft technologies

- **Microsoft Office SharePoint Server 2007**—providing easily customizable portals that feature document and records management, workflow for document review and approval, and easy-to-use website creation, giving you the ability to work when and where you want
- **Microsoft Office Forms Server 2007**—complete with dynamic forms and line-of-business integration using web services, giving you the ability to control who can create and publish forms
- **Microsoft BizTalk Server 2006**—providing integration and collaborative workflow with back-end systems

Solution benefits

Enhance information management and publishing

With an HP Enterprise Content Management Solution, you can create a single point of access to information and documents while transparently leveraging multiple information systems across your organization. The solution also provides an electronic document repository with enhanced security features to manage business documents and grant easy access to designated personnel.

Improve business processes

Put your HP Enterprise Content Management Solution to work automating document-centric business processes by using digitized versions of the content. This not only speeds up the process but also makes it more manageable and less error prone. You'll also be able to use forms with built-in intelligence and integration to back-end systems such as SAP, as well as deliver document and content collaboration across the enterprise as you easily combine e-mail, scanned images and electronic documents.

Reduce costs and enhance customer satisfaction

Storing physical mediums such as paper and microfiche can be expensive, cumbersome and slow to retrieve. With an HP Enterprise Content Management solution in place, this very same content can be stored in digitized format in an electronic archive. The process of adding new content and retrieving any of the content can be automated to reduce storage costs and search and retrieval times.

Meet regulatory compliance requirements

Compliance can be less complicated with an HP Enterprise Content Management Solution that provides an electronic document repository—complete with enhanced security features and integrated records management archival capabilities.

The HP advantage

Proven experience

Backed by decades of experience and industry leadership, HP consultants have successfully designed and delivered hundreds of content management solutions for enterprise customers around the world.

HP has extensive experience delivering collaboration solutions with Microsoft technologies, including our own internal knowledge network. We can help you shorten time-to-value and reduce implementation risks by leveraging captured knowledge and proven methodologies from our own internal Office SharePoint Server implementation and practical experience from delivering other enterprise content management solutions.

Recognized expertise

With more than 22,000 Microsoft-trained engineers—including more than 3,600 Microsoft Certified System Engineers (MCSEs) and Microsoft Certified Solution Developers (MCSDs)—HP has one of the world's largest, most specialized forces of consultants and support professionals for Microsoft environments. Microsoft also endorses HP Services as Worldwide Prime Integrator for Microsoft technologies.

Comprehensive portfolio

HP offers end-to-end services and a complete line of industry-standard servers, BladeSystems, storage, desktop and handheld products to help you build and manage the portal and collaboration solutions your organization needs.

HP also offers an automated Office SharePoint Server 2007 configuration tool that is unique in the industry. This sizing tool enables you to quickly compare different solution configurations in "what-if" scenarios. This feature allows for very rapid comparison of the effects of workload changes, platform choices, server capacity utilization and estimated network traffic. With this tool you can also generate a bill-of-materials that details the specific server, BladeSystem and storage systems for your specific needs.

What's more, HP offers paper and image capture devices, such as HP Digital Sender and HP Multi-Function Peripherals (MFPs). Plus, our proven partnerships in the workflow and records management space bring enhanced functionality to HP Enterprise Content Management Solutions. In addition, AutoStore software can be used for document classification and publishing directly into Office SharePoint Server 2007.

Powerful partnership

HP and Microsoft have been working closely together for more than 20 years on a wide range of activities, including engineering and integrated services teams. We work side-by-side to research, develop, test, implement and support solutions that help business of all sizes to take advantage of new technologies.

Through one of the most unique alliances in the industry—the HP/Microsoft Frontline Partnership—HP and Microsoft have developed a shared vision aimed at providing integrated solutions, products and services through innovation and synchronization. We offer proven technology expertise, a successful track record and a stability-driven approach. Building on the depth and breadth of this long-term partnership, HP and Microsoft are accelerating the next generation of computing.

Get ready for the People-Ready Business

HP and Microsoft Solutions for the People-Ready Business, including the HP Enterprise Content Management Solution, are designed to enhance your business agility by empowering your people to succeed. You'll be able to create a simple IT environment that's more responsive to change—and open to provide your people with access to the tools and information they need to be more productive and to make better-informed business decisions.

The HP/Microsoft Frontline Partnership brings you Frontline Innovation—for the way you run your business, for the way you experience and use technology.

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