

### Clearview ECM 5 Highlights

#### **Business Process Management**

**(Workflow).** Organizations can automate repetitive business processes for increased productivity and business intelligence.

**Intelligent Indexing.** Automatically insert index values based on key lookup values.

**Index Value Validation.** Data is accurate. Information worker confidence is boosted.

**External Data Access.** System Administrators can access index values from ODBC databases outside of Clearview, expanding the ECM reach throughout an organization.

**64-Bit.** Processing time is faster than ever.

And much more...

To learn more about Clearview, please visit [www.clearviewecm.com](http://www.clearviewecm.com)

*“One of the most interesting things about the Clearview solution is the extent to which Clearview leverages Microsoft Office SharePoint Server (MOSS) and the Office 2007 system – not just as a platform for delivering core ECM functionality – but also as part of the core user experience.*

*The integration of MOSS and the Office system is pretty much seamless and delivers the power of both the MOSS and Office system document management features in a very comprehensive, Microsoft-oriented user experience.”*

#### **Ron Sielinski**

Senior Product Manager  
Microsoft Office Business Platform

Enterprise Content Management (ECM) is the digital capture, storage, and organization of paper content so organizations can manage and protect their business documents and files electronically to improve operational efficiency, enhance regulatory efforts, and reduce storage space and costs.

### What Can Clearview ECM Do for You?

Built for Microsoft technology and application environments, Clearview delivers robust ECM functionality with elegant simplicity. With Clearview, your organization will regain control over critical business information and improve the quality of business decisions and workplace productivity. It's a win-win solution.

### EXTEND ECM FUNCTIONALITY TO MICROSOFT SHAREPOINT

Clearview ECM enables organizations to unify disparate content repositories such as multiple Microsoft SharePoint sites into a collective system. Using logical business rules, content is intelligently organized into iFolders™, providing a comprehensive view into customer account, supplier, patient, or other specific categories of information that span the available repositories in an enterprise.

### MAKE INFORMATION WORKERS HAPPY

Clearview delivers a revolutionary Client experience that even the most casual ECM information worker in your organization will readily adopt.

The Clearview IRISS desktop gadget allows information workers to instantly access their allowed content and add business information quickly and easily right from the desktop. With elegant drag-and-drop actions, users can quickly retrieve business content and files directly from their line-of-business applications without programmatic interfaces. Additionally, users can drop desktop documents, email, and other business content onto the IRISS desktop gadget to be stored and managed in the Clearview ECM domain.

In the Clearview Client, power users can organize and access content the same way that they would organize and access paper-based documents by using My Work Folders or My File Cabinet. User-friendly visual indicators let information workers quickly identify which documents are required and which documents are compliant.

### ELIMINATE AUDIT AND EXAMINATION HEADACHES

The advanced audit and tracking capabilities available in Clearview ECM are designed for today's compliance and regulatory-sensitive business world. Every system and user operation can be audited and you'll even be alerted to missing documents in files so that you can take corrective action. If that weren't enough, tracking and monitoring reports that require sign-off can be efficiently reviewed and recorded electronically, providing unparalleled levels of evidentiary records to support operational soundness.



### product datasheet

## Additional Solution Benefits

Clearview ECM collects, manages, and secures all forms of business content including document images, Microsoft® Office documents, and computer-generated reports.

Complete document management, workflow, and records retention services round out the ECM functionality that Clearview delivers to the business enterprise.

## MODERN TECHNOLOGICAL PLATFORM

Clearview is built on the latest Microsoft technology and delivers rich content services in a familiar user experience. The result? The best of both worlds—Microsoft Office and SharePoint innovation combined with classic ECM security and intelligent organization.

## FLEXIBLE, SIMPLE SYSTEM ADMINISTRATION

Clearview offers a powerful and flexible System Manager module to dramatically reduce the burden of ongoing system management. With optional Active Directory Integration, security administration is essentially eliminated as all directory modifications and additions are immediately visible and invoked for Clearview security services.

Simple drag-and-drop functionality, and the ability for new and existing information to be quickly added or modified, makes system administration updates and maintenance a breeze. System reporting, auditing, and usage tracking enable Administrators to easily monitor for maintenance and security purposes.

## CONTENT FEDERATION AND AGGREGATION

Clearview can unify disparate content repositories into a collective Clearview content system, allowing information workers to search for allowed content in a single repository or across the entire content ecosystem. Never before has this level of content federation and aggregation been available from mid-market ECM solutions.

## ROBUST BUSINESS PROCESS MANAGEMENT

Automating business processes across an enterprise requires the flexibility to connect business roles, rules, and information workers.

With Clearview, Workflow Administrators can quickly access an Administration Console to design workflows that can be associated with specific content or assigned to your organization's information workers (from the Active Directory).

Authorized information workers can start and monitor a workflow in the Clearview Client, or a workflow can be automatically started by Clearview as soon as select content is added to Clearview or an integrated repository such as Microsoft SharePoint.

## About Clearview Software

Clearview is the premier innovator of a SharePoint-based ECM solution designed for today's demanding business world.

Our leadership team combines years of industry experience with the latest Microsoft technology architecture and innovation to bring to market a new standard of excellence for Solutions, Services, and Customer Care.

### Clearview Software

1660 Opdyke Court  
Suite 100  
Auburn Hills, Michigan 48326  
USA

Phone 248.290.0230  
Email [info@clearviewecm.com](mailto:info@clearviewecm.com)  
Web [www.clearviewecm.com](http://www.clearviewecm.com)