**Brief**

**Share information easily and efficiently**

*Autonomy WorkSite for SharePoint®*

Autonomy WorkSite for SharePoint adds the security, scalability, and lifecycle management of Autonomy iManage WorkSite to Microsoft SharePoint.

Using a single interface, this solution helps you properly store, retain, and manage client/matter content through complete integration with a new or existing SharePoint deployment. A collection of web parts exposes WorkSite functionality to the SharePoint interface for comprehensive document management.

Autonomy iManage WorkSite has a strong legacy of integrating with Microsoft’s core applications to simplify the desktop experience, increase productivity, and eliminate the need for IT to train and support an additional user interface. By extending this integration to SharePoint, WorkSite enables users to access advanced document management capabilities, encapsulated in simple-to-use web parts that can be used enterprise wide. Users can also leverage HP Autonomy’s innovative approach to meaning-based search and electronic matter files.

HP Autonomy’s electronic matter files enable legal professionals to manage content in the electronic world the way they have done for over 100 years in the physical world. Delivering the electronic equivalent of standard paper-based file folders, these electronic folders consolidate documents, emails, and records into a single integrated file, making it easy to share both internally and externally across geographies.

This rich contextual and navigational framework is particularly well-suited for sharing information in a portal environment, especially when staff members want to browse the file-folder hierarchy.

**Interact with WorkSite content**

WorkSite for SharePoint allows documents stored in WorkSite to be linked to SharePoint’s native collaboration capabilities and makes it possible to publish documents between the two repositories. In this way, firms can build composite applications that display content stored in WorkSite through their SharePoint intranet or extranet, and enable professionals using WorkSite’s desktop applications to easily publish documents.

**Work in tandem with SharePoint**

With WorkSite for SharePoint, organizations get the best of both worlds by leveraging WorkSite document management capabilities from within a SharePoint portal, including:

- **Electronic matter files**: Organize documents into a coherent folder hierarchy that maps to the firm’s filing standards; folders can be shared with others or secured for private access only. Documents can be quickly stored and retrieved without requiring professionals to fill out lengthy profile forms.

- **Streamlined profiling capabilities**: Classify each document and email message with metadata tailored to your organization’s specific needs. Profile information can be automatically applied, eliminating the need for manual data entry.

- **Advanced email management capabilities**: WorkSite Email Management provides simple yet powerful email management capabilities from within the messaging environment to effectively manage all correspondence and share valuable knowledge among distributed legal teams.

- **Document relationships**: Establish links between a primary document and related content, such as a cover letter and a contract, making them easy to find if the documents need to be stored in different areas.

- **Quick-access lists**: Directly access automatically generated lists such as checked out documents, recent documents and past searches.

- **Check-in/check-out capabilities**: Maintain the integrity of each document by ensuring that only one person can modify the document at a time, capturing a clear audit trail of changes, and eliminating out-of-sync versions.

- **Audit trails and version control**: Meet regulatory, legal or operational requirements by tracking the complete history of all activities performed on a given document.
Brief

• **Meaning-based search:** Rely on Autonomy IDOL for intelligent search, to quickly and easily retrieve the correct information based on an understanding of all content types across internal and external sources.

• **Powerful security:** Control access to system functionality and content at the object level based on user, group or role, so that sensitive information remains accessible only by authorized users.

• **Web application integration toolkit:** A collection of Web services, call-able dialogs and ASP.Net controls enables developers to easily build unique solutions to fit the business needs.

• **Sophisticated deduplication:** Use Autonomy’s deduplication capabilities to minimize redundant storage and reduce subsequent retrieval times for content stored in WorkSite.

• **Web part for remote management:** The Manage web part enables remote system administration, including managing users, groups, roles, workspace templates, and other system options.

• **Link WorkSite documents to SharePoint:** Users can link documents stored in WorkSite to SharePoint’s native collaboration capabilities, so that any list object in SharePoint can be customized to include a link to WorkSite content.

• **Publish documents between SharePoint and WorkSite:** Documents can be transferred between the WorkSite and SharePoint repositories.

**About HP Autonomy**

HP Autonomy is a global leader in software that processes human information, or unstructured data, including social media, email, video, audio, text and web pages, etc. Autonomy’s powerful management and analytic tools for structured information together with its ability to extract meaning in real time from all forms of information, regardless of format, is a powerful tool for companies seeking to get the most out of their data. Autonomy’s product portfolio helps power companies through enterprise search analytics, business process management and OEM operations. Autonomy also offers information governance solutions in areas such as eDiscovery, content management and compliance, as well as marketing solutions that help companies grow revenue, such as web content management, online marketing optimization and rich media management. Please visit [autonomy.com](http://autonomy.com) to find out more.

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**Take advantage of tools for building the best portal experience**

• **Web parts for document interaction:** WorkSite for SharePoint provides a collection of web parts that enable you to expose different sections of the WorkSite repository through the selection of workspaces, folders, and searches. The user interface provides for complete document management functionality.

• **Fast response web parts:** All web parts have been written with the use of optimized web programming techniques to allow users to interact with WorkSite content without requiring the browser to refresh.

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