

# EMC Documentum Webtop

## Browser-based access to EMC Documentum content management

### The Big Picture

- Provides easy, browser-based access to a full range of Documentum capabilities
- Facilitates dynamic business applications to securely manage distributed teams and processes
- Provides extensibility to include team collaboration and extended search services

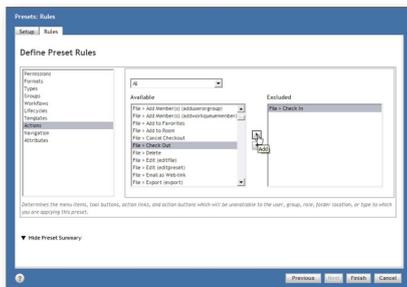
EMC<sup>®</sup> Documentum<sup>®</sup> Webtop is an easy-to-use interface that provides access to the EMC Documentum repository and content management services within a standard web browser. It is ideal for users who need flexible, easy access to content management tools without having to install a separate client application. Documentum Webtop can be extended to also include other Documentum services such as collaboration and extended search tools, providing a single location for knowledge workers to find, update, share, and publish information.

### Transforming the user experience

Delivering enterprise content management to a broader range of users is critical for organizations to meet their governance and information management requirements. Documentum Webtop provides end users with an improved interface that is more intuitive and flexible. Features such as right-mouse-click support, auto-completion of fields, and the ability to perform actions on multiple items help users get more done with fewer clicks. Retrieving information is faster and easier with features such as enhanced item subscriptions, notifications, and the ability to save searches.

### Reducing information overload

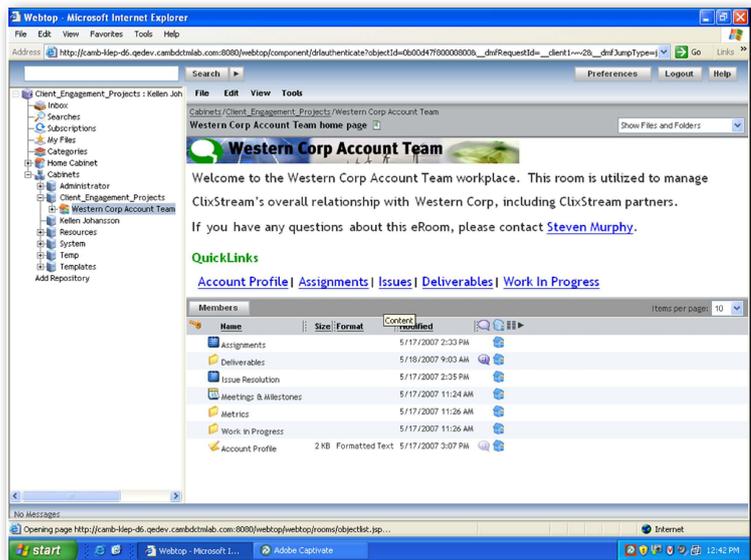
As the amount of information grows within an organization, so does the number of business processes available to manage it. This means that users of enterprise content management systems often have an overwhelming number of business processes to choose from for reviewing, sharing, and processing information. Documentum Webtop eliminates this problem by providing specified users the ability to customize common interface menus and settings based on role, group membership, or location. Departments can include just the services they need within the Webtop interface, and remove those that are unnecessary without custom coding or IT department involvement. For example, a legal department may need a set of document lifecycles available to its users while a design department needs to see rendition and transformation services. Excluding unnecessary features and services means that individual users and groups can be more productive and process information faster. Features and services can be modified within the interface as business requirements change over time.



*EMC Documentum Webtop provides the ability to customize menus and settings based on role, group membership, or location and include only those services users need.*

### Expanding EMC Documentum Webtop with team collaboration and extended search capabilities

Documentum Webtop transforms traditional knowledge worker tools by delivering a fully unified and extensible user experience. Organizations can now choose to deliver powerful collaboration and extended search technologies to their users directly within the new Webtop interface. This capability reduces the number of applications needed to locate, create, and share information and provides a seamless easy-to-use user environment.



Documentum “Rooms” can include data tables, customized welcome text, team calendars, and discussions available only to Room members.

Organizations can easily augment their Documentum content management applications with team workspace collaboration capabilities by implementing EMC Documentum Collaborative Services. When Collaborative Services is enabled within a repository, users can create team workspaces or “rooms” with a full set of team collaboration tools. Documentum Collaborative Services is user-managed so that teams can add or remove team members as business needs change. Documentum Collaborative Services expands on the Webtop user experience to support collaborative processes with enterprise content management services.

Knowledge workers need the ability to find information quickly and easily, regardless of where it might be located. Documentum Webtop Extended Search is an advanced search and discovery web client designed for use within Webtop. With Webtop Extended Search, users can issue one search query that searches not only across the Documentum system, but also across many other information sources within the enterprise and outside the organization. Webtop Extended Search delivers these results in a dynamically clustered list based on topic, owner, content attributes, or other criteria. Smart navigation features allow users to quickly find relevant information, bypassing unwanted results on other topics. These queries can also be saved as search templates for simplified sharing of commonly searched items.

### Empowering the business user

Today’s knowledge workers demand simple yet powerful and flexible tools to meet their evolving business requirements. Documentum Webtop enables business users to configure and roll out modifications to their own content management environment, drastically reducing the demands on corporate IT departments to make manual coding changes. This delegation of business environment customization reduces the cost of solutions, promotes broader adoption of those solutions, and significantly reduces the time needed to roll them out.



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#### Take the next step

To learn more about adding browser-based access to your EMC Documentum content management system, visit us online at [www.EMC.com](http://www.EMC.com) or call 800.607.9546 (outside the U.S.: +1.925.600.5802).