



Xythos Enterprise Document Management Suite

Document management and collaboration software for the enterprise



Xythos' adherence to open standards and cross-platform support are important reasons why WebFile Server has worked so successfully within our community.

Eric Baenen
General Dynamics

*Program Manager for
Scientific Network Environments*

The need to better protect enterprise content and simplify how it can be shared is a challenge many organizations face today. Users have outgrown email as a collaboration tool and want consumer friendly solutions to get their jobs done. IT organizations must deliver easy to use web services for managing and sharing content or they will lose the chance to better control it and respond to increased compliance and security requirements.

Distributed, mobile workforces can benefit from web-enabled document collaboration services by becoming more responsive, sharing best practices, and minimizing work duplication. Integrated workflow and records management functionality will also help them automate business processes and manage content from its creation to ultimate disposition. Open standards-based document collaboration applications offer a cost effective alternative to traditional ECM systems which can help organizations improve how they manage content while preserving the value of their existing technology investments.

Benefits

Easy to Use

Xythos is designed to work together with the applications and business processes that users already know, saving the time required to learn new applications. Typical deployments require minimal training and enterprise-wide implementations are completed in a fraction of time of traditional ECM systems.

Simplifies Collaboration and Sharing

Employees can securely share data, assign tasks, review documents, view changes and establish project areas—all through an intuitive interface that can be accessed from any web browser, anywhere. Content can also be safely shared with customers and partners outside of an organization using document-level access control and secure file links, virtually eliminating email file attachments.

Improves Content Security and Compliance

With Xythos, organizations can effectively address growing compliance requirements. Xythos ensures that important electronic documents, email and physical documents are retained or destroyed on schedule. With comprehensive logging and auditing capabilities, organizations can be confident that they will be able to produce the right documents and records in case of an electronic discovery request.

Reduces IT Costs

Xythos lowers the cost of file storage and reduces network traffic by providing a safer alternative to attachments and an easy solution for consolidating network file servers. Employees can also download the latest documents and create electronic workspaces for team projects without requiring the IT department to assist them.

Simplifies System Integration

Based entirely on open standards, Xythos is compatible with the most common application servers, databases and storage systems. This will extend the utility of existing technology investments and ensure compatibility with future technology advancements.



We didn't see anything else comparable in Xythos' price range. Xythos offered a powerful set of library services that were critical to us. Not only is Xythos easy to use, but it was also rich enough to provide the flexibility we'll need in the future.

*Don Thompson
Associate VP of Planning and Technology
Pepperdine University*



Enterprise Document Management Suite

The Xythos Enterprise Document Management Suite meets today's collaborative challenges with all the components that distributed organizations need to manage and share content on the web. EDMS is designed to work together with the applications and processes that users already know and use—accelerating user adoption, aiding compliance and reducing support requirements.

RSS and Wiki support enhance collaboration options while process wizards simplify content organization. Advanced workflow functions are ready for the common business user and expanded support of integration standards, such as WebDav and JSR-170, ensure that Xythos can fulfill a critical role in an organization's content infrastructure.

Xythos Enterprise Document Management Suite contains everything enterprises need for growing document management and collaboration needs – at a price everyone can afford.

Enterprise Document Manager:

Document management and collaboration application

WebFile Server:

J2EE-compatible Content management platform

Workflow Module:

Enables comprehensive business process automation

Records Management Module:

Process-driven records management

Xythos Drive:

Turning any desktop into a collaboration tool – online or offline

Xythos Developer Studio:

Customization toolkit for Xythos systems

Xythos Enterprise Document Manager

As the core of the Enterprise Document Management Suite, Xythos Enterprise Document Manager empowers distributed organizations to safely access, manage and share content over the web. Xythos helps organizations take advantage of Web 2.0 technology with Ajax application interfaces and integrated support for Wiki's and RSS. Content, collaboration and context can be captured and stored in a single environment for classification, tagging and re-use. Email and document retention can be managed within the same system providing organizations with an attractive and comprehensive solution for all unstructured content.

Workflow Module

Xythos takes organizations well beyond basic routing and approval. Support for conditional statements and embedded logic allow business users to automate more complex processes without using developer tools. Email notification and support for automated classification and tagging improves



With the natural disasters that have occurred recently, we recognized that a (Xythos) web-enabled documents management system would provide a secure repository for all the documents our bankers need, instead of relying on email and hard drives that can crash and be destroyed

Stone & Youngberg

process communication and accelerates process completion. Content sharing wizards also help automate access management, increase content security and maintain audit records.

Workflow

Enable real business process automation rather than just routing and approval with Xythos Workflow. Define, share, repurpose and automate business processes – within a folder or within a specific document. With Xythos Workflow, organizations are not burdened with administrative tasks of moving, copying or tagging a document. Simply set Xythos Workflow to perform those actions and move the document on its way.

Process Wizards

Take the guess-work out of common tasks with Xythos Wizards. Team members now have the opportunity to concentrate on their primary mission rather than taking time to perform administrative tasks. Wizards also provide relief to IT teams burdened with user requests for workspace configuration and management.

Records Management Module

In the past, managing important corporate documents and records was relatively straightforward. Rules and practices were clearly defined. Governance was proven over time. But today, the landscape of how companies create, work with and share data has forever changed the perception of document management. Xythos assists organizations in ensuring that the complex processes required to manage records are easy-to-use and transparent to end users.

Records Auditing and Vital Record Review

Record managers can audit all records and all actions made on records throughout the Xythos system. Every action is automatically logged, helping an organization prove compliance and adhere to all regulations. Enterprise Document Manager allows retention schedules to be set up to automatically notify Record Managers when a vital document needs review.

Reporting

Record managers use different document and record attributes to filter, sort and display search results for different views of the system. For example, a record manager can view all records in the system, records about to expire or all records that share a record category. In addition, records managers can also create file plan reports, showing system configuration and security. As a result, it becomes easy to see, at-a-glance, what records are in the system and what needs to be done.

“By deploying Xythos software and being able to collaborate more easily with colleagues, BWH was able to more efficiently compete for grant proposals, while also incorporating content from other hospitals and research organizations.”

*Dr. Michael Halle
Director of Technology
Development at SPL Brigham and Women's Hospital*

We believe that Xythos helps our grant-writing process as we are now able to bring people with the right skills together, regardless of where they are located and who they work for.

*Dr. Michael Halle
Director of Technology*

*Development at SPL
Brigham and Women's Hospital*





PantherFile eliminates the need for campus units to manage their own file storage systems. These technologies save money by providing one well-researched and planned solution, rather than multiple pockets of solutions. The key savings are in the reduced number of staff and infrastructure required to support core services.

Bruce Maas
CIO, University of Wisconsin, Milwaukee

End-user focused document management and collaboration

Web 2.0 puts people back into the technology mix because it is fundamentally about people and how they interact, participate and collaborate, even if they are miles apart. Xythos adds Web 2.0 functionality including Ajax right-click menus and expanded navigation capabilities. This customizable interface better fits end users because they can now work the way they are most comfortable and productive.

Social Networking - Wikis

true collaboration for a socially-connected world

Integrated Wiki support improves collaboration “around” content and artifacts that are not “documents”, such as research results from clinical trials, grant application processes or property that may be assigned to specific grant activities. All Wiki collaboration is stored within the Xythos system ensuring that project content and discussions are comprehensively managed. Because Wikis are managed just like every other document in Xythos, users do not have to learn a new application in order to take advantage of new collaborative features.

Finding what’s needed – Right now

Most of the documents within organizations are “lost” simply because users cannot locate them. Xythos helps make searches easy with multiple vehicles to easily find content. With free-form File Tags, departments can easily organize content in a way that makes sense to teams – independent of their location. Build departmental nomenclature, quickly locate a file, and even search the Wiki with integrated search and filters.

Interoperability

Xythos remains a champion of open standards-based technologies including WebDAV, JSR-168, and JSR-170. Its open security model also easily integrates with common authentication methods such as LDAP and Active Directory. Integrated SSL and VPN transport encryption to ensure that all point-to-point connections are also protected.

Xythos Drive

Turns any Windows desktop application into a WebDAV-compatible collaboration and publishing tool and is the ideal complement to Xythos server applications for traveling users who cannot always be online. Users can instantly manage document access, version control, subscriptions, and more, without ever leaving their familiar applications. The Drive offers immediate help for today’s overburdened email systems by automatically replacing file attachments with secure file links, helping improve content security and reducing storage costs. Xythos Drive also provides offline file synchronization for disconnected collaboration and automated file backup for improved data protection.

Map Letter Drives

Xythos Drive creates a virtual drive on every desktop, turning the Internet into a secure, shared virtual hard drive. It behaves exactly like a network-mapped drive, except that it uses standard HTTP and WebDAV protocols. This permits any standard Windows program to open and edit documents and files stored on a server as easily as if they were on the user’s own computer.

Improved Collaboration from the Desktop

Xythos Drive includes high-level collaboration features that Windows alone can't offer. Right-clicking on a file in Windows Explorer enables users to easily control access rights, file locking and versions; users can also view a file's version history or mark it for offline synchronization without leaving the desktop environment and applications they use every day.

Offline Synchronization

Xythos Drive provides offline file synchronization for traveling users. Users can select any number of directories or files they want to access when they are disconnected from the Internet; these files will automatically be saved locally, permitting them to edit and manage these files while they are offline.

Developer Studio

Everything a developer needs to create custom applications or customize a Xythos installation, including a Workflow Designer and a comprehensive set of APIs. Its graphical design environment allows users to easily create basic workflows, such as expense report or vacation request approvals. Organizations can either graphically design business rules or develop them with the WebFile Server APIs and import the resulting workflow into the Xythos Enterprise Document Manager or the Xythos WebFile Server.

Workflow Designer

Provides a graphical design environment that allows developers to easily create complex workflows such as expense report approvals. Organizations can graphically map out business rules and seamlessly import the resulting workflows into the Enterprise Document Manager or the WebFile Server.

WebFile Server APIs

WebFile Server APIs allow custom applications to extend the functionality of the WebFile Server. An application built on WebFile Server may be as simple as a program to automatically clean up trashcan files after a specified date, or as sophisticated as a new graphical user interface. Using the WebDAV protocol and documented APIs, developers can integrate a standard set of library services to support the collaborative requirements of their applications.

WebFile Server

Used in combination with Xythos' advanced document level access control lists, the Xythos WebFile Server provides one of the most flexible yet secure content management platforms available. Ideal for applications and projects that address the dual challenges of improving content security, the WebFile Server simplifies how organizations access and share information. It works together with enterprise authentication security standards, including LDAP and Active Directory, and provides an easy and secure way to manage user and group access rights to a Xythos system.

The Xythos WebFile Server can be used to add unstructured information management and collaborative capabilities to any enterprise application. The flexible APIs can be used to integrate its comprehensive library services into an application where application logic is coded directly on top of the core feature set. Developers can also easily limit which features their web application presents based upon project and security requirements.

Xythos has provided excellent customer service and has been very responsive. The company's adherence to open standards and cross-platform support, in addition to support for Linux and LDAP on the server side, are important reasons why Xythos has worked so successfully with our community, Baenen concluded.

Eric Baenen

General Dynamics

Program Manager for
Scientific Network Environments





“Xythos is very price competitive. Moreover, this solution’s strong development environment and standards compliance are uncommon in the document management world. By staying true to the fundamentals of usability and extending them to records management, Xythos Enterprise Document Manager remains a very good choice for managing large volumes of electronic files.”

Mike Heck
InfoWorld

“Xythos Enterprise Document Management Suite lets you find the data you need, no matter where it’s buried in your network. Precise tracking controls can ward off audits before they begin.”

Carlos A. Soto
Government Computer News

“[Xythos] provides simple, effective document management that is affordable and easily deployed and offers good records management capabilities.”

Alan Pelz-Sharpe
CMS Watch

“Xythos is the first BCS vendor to combine web-enabled document collaboration services together with DoD 5015.2 certified records management functions in a single, open standards based application. As a result, Xythos customers are able to manage content throughout its life cycle from within common desktop or web applications without compromising security or policy requirements.”

KMWorld
View from the Top

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or visit www.xythos.com**