



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 also helps 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. 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 IT department to assistance.

Simplifies system integration

Based entirely on open standards, Xythos Enterprise Document Management Suite 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*





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

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 web collaboration application

WebFile Server:

J2EE-compatible content management platform

Workflow Module:

Enables comprehensive business process automation

Xythos Drive:

Instant WebDAV connectivity for any desktop application – online or offline

Xythos Filer:

Easy document classification and records declaration from the desktop

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 documents can be stored within a common system providing organizations with an attractive and comprehensive solution for managing all unstructured content.

Comprehensive Library Services

Enhance and protect collaboration with completely integrated library services, including document check-in/out, document version control, audit history, change status notification, subscriptions and more.

Email integration. Xythos document collaboration works together with email. When documents are added to workspaces or changes are made to existing content Xythos can send email notifications. When users want to share folders or files Xythos can send invitations. Inside email clients Xythos can transform file attachments into secure links helping eliminate security risks and reducing storage consumption. Xythos can even email file links from within other desktop applications helping accelerate content collaboration.

Subscriptions and audit logs. Keep track of when content and documents are accessed and receive email notifications about status changes. Document Logs and Subscriptions help distributed work groups work more efficiently together and stay in synch. Audit logs help keep content in compliance with a variety of legal and security requirements.

Classification. Classification helps organizations to index documents and records in a standardized manner for more effective discovery and better compliance. Using Document Classes, Document Class Properties, Retention Rules, and Permission Templates, administrators and users can better adhere to policy and standardize the process by which documents are maintained within the organization.

Productivity and Collaboration Tools

Xythos adds Web 2.0 functionality including Ajax drag and drop customization, right-click menus and expanded navigation capabilities. Users benefit from with a UI that offers the speed of the desktop on the web and look and feel that can suit their own individual work requirements.

Basic and advanced search. Many documents in organizations are “lost” simply because users don’t know where to look for them. Xythos helps make searches easy with multiple methods to easily discover documents and files. EDM offers filename and content level keyword and wild card searches. Integrated search filters help requests comb through pdf’s, image files and hundreds of other formats.

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

“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

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.

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.

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. Any changes made offline can automatically be synchronized back to EDM once the user re-connects.

Xythos Filer

Xythos Filer is client application for the Xythos Enterprise Document Management Suite that enables knowledge workers to easily upload scanned or electronic documents from their local system into Enterprise Document Manager along with any classification and metadata information or record properties.

Desktop scanning. Use Xythos Filer to upload and index scanned content into Enterprise Document Manager. Scan documents and content with standard desktop scanning software into the local drop box. Then enter appropriate index / metadata and documents or records are ready to upload. Multiple users and computers using standard scanning tools and Windows networking can participate in the process to better manage team resources.

MFD productivity. Xythos Filer is also easy to use from any networked MFD (Multi-Functional Device). Simply scan documents to a local or networked drive that is configured with Xythos Filer drop boxes. Assigned tasks will indicate when documents and content are ready to be indexed

or declared a record. Since multiple users or computers can participate in the process, organizations can take advantage of distributed teams to complete a wide variety of business document processes.

Create records directly from desktop productivity applications.

Xythos Filer enables teams to create classified documents or electronic records from within the productivity applications they already use. Standard “save as” functionality enables employees to select the local drop box folder directly from application file menus. When ready, they can add document classes or metadata, declare records, and upload completed documents into Enterprise Document Manager directly from their desktop.

Developer Studio

Everything a developer needs to create custom applications or customize a Xythos installation, including 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 develop them with the WebFile Server APIs and import the resulting workflow into the Xythos Enterprise Document Manager or the Xythos 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. The WebFile Server simplifies how organizations access and share information while improving overall content security. 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.

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 ensure that all point-to-point connections are also protected.

Optional Modules

Records Management. Xythos helps organizations ensure that the complex processes required to manage records are easy-to-use and transparent to end users with secure record controls and retention schedules, classification, reporting, and other vital requirements. Read the Xythos “Records Management Module” datasheet for more details.

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
CMSWatch

“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**