



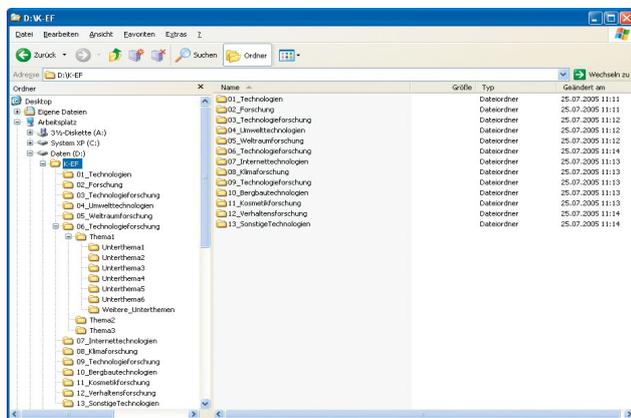
CASE STUDY

Introduction of a DMS for Research and Development

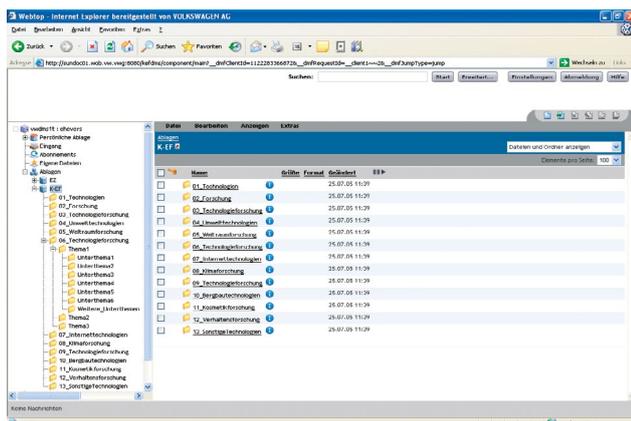
Within the Research and Development division of the Group, one department is dedicated to technology scouting, whereby various sources are examined and evaluated for future trends based on basic research. This information is collected by a central division and prepared accordingly and made available to experts on Group Research for other activities, e.g. deriving strategies.

This information is currently filed from various sources (newspapers, Internet, News Tickers, studies, etc.) locally as pdf documents in the file system or on a central file server. It is then made available to the relevant employees as a link or as an e-mail attachment. With this type of forwarding and access to documents, only restricted options are available for the secure filing, distribution and provision of confidential information. Furthermore, the growing quantity of information

The research division of this car manufacturer initiates new solutions and concepts for the Group and transfers application-oriented research results through active support up to start of production. In doing so, it significantly contributes to the competitive headstart of the brands in the future.



The source system for migration was a central filing system of Group Research in which all documents were made available.



Target system for the automatically migrated documents is Documentum

is only manageable to a limited extent via the existing search options. Group Research was looking for a way to transfer its documents to a DMS efficiently and to manage them there in the future.

Objective

The department wanted to introduce a Document Management System (DMS) based on Documentum 5.3 for the management and particularly the secure filing and distribution of content. The DMS was to replace the existing solution of document filing over approved network drives.

The objective of introducing a DMS is to file all information securely and easily and to guarantee that only those groups of persons have access to information who are authorized to do so according to their role.

Furthermore, the information for existing and future consumers should be quick and easy to find, i.e. it should be ensured that the information is kept up to date and that documents are unique.

Requirements

When introducing Documentum, the existing document inventory of around 4,000 documents had to be transferred to the Documentum system. The aim of this was to transfer the existing folder structure to Documentum and to attribute

documents automatically, whereby the attribute values should be given fixed values or be taken from the file system.

Solution

Based on the existing plan for introducing Documentum, fme is developing/working on a migration plan in which the attributes allocated to the documents are determined as well as the means by which they are generated. The existing document inventory was a highly structured file system. With the migration-center tool developed by fme, the existing document inventory was then scanned. In doing so, all the information to be taken from the file system (including path, file name, creation date of files) was read automatically.

Rules were then defined in the fme migration-center on how the individual attributes should be acquired for documents in Documentum. In this way, for example, several attributes were generated from the file names, by assessing and fragmenting them. The documents were then imported using the fme autoimporter in the Documentum repository and attributed, with the folder structure taken from the file system on a 1:1 basis.

Benefit

The efficient preparation and creation of a migration plan by fme has been carried out superbly. Using the fme migration-center, the customer was able to migrate all the documents in the file system into the DMS. He was also able to work on the attribute model developed and, using the migration-

center, just under 4,000 documents were automatically migrated. Without appropriate advice from fme and use of the fme migration-center, the customer would have had to transfer these documents manually at great expense and involving large amounts of time. The customer is very happy with the solution and has further requirements which he would like to integrate into the DMS solution in future release packages. He wants to implement this together with his solution partner, fme.

Outlook

After successful migration of the document inventory for Group Research, use of the fme migration-center is also planned in other specialist departments.

Furthermore, there are further requirements within the project which are to be implemented in the existing DMS solution. Other areas of Group Research are also planning on using a DMS and wish to integrate their customized requirements into the existing DMS solution.

Technology

- Documentum Content Server 5.3
- Documentum Webtop 5.3
- Sun Solaris 9
- Oracle 9.2.0.6
- fme migration-center 1.2