

FOCUS YOUR SHAREPOINT STRATEGY INTO TACTICS

doc-link[™] AND SHAREPOINT... WORKING TOGETHER TO ENHANCE BUSINESS COMMUNICATIONS

SharePoint and *doc-link* are both powerful tools to help companies collaborate, communicate and share critical information. Each has its own distinct features and strengths, and when combined, have proven to boost organizational effectiveness and efficiencies.

SharePoint's Focus: Collaboration & Flexibility

SharePoint provides tools that allow the Information Worker to more effectively create documents with others in an organization via collaboration sites. It's ideal for sharing and developing business and creative content where flexibility is needed. It has a secure permissions structure, allowing organizations to target users' access and capabilities based on their organizational role, team membership, interest, security group, or any other membership criteria that can be defined. Because of its robust and flexible nature, documents in SharePoint are not bound by a consistent classification system, allowing users the ability to tag documents in any manner desired.

doc-link's Focus: Process Automation

doc-link focuses on the functionality necessary to automate standardized processes. Transactional documents and reports can be automatically routed electronically to the appropriate individuals for review and approvals via the *doc-link* workflow module to ensure compliance and streamline operations. Based upon the completion of an action or event, *doc-link* can automatically distribute key documents or reports to designated recipients in the format and/or method required. By design, *doc-link* is a powerful document repository offering quick and advanced search functionality. The central component of *doc-link* is to enforce consistency throughout an enterprise. *doc-link* provides the tools that allow the Process Worker to do their repetitive tasks (e.g. data entry, document retrieval, etc.) efficiently and the control necessary to ensure consistency, accuracy and security across the enterprise.

Collaboration/Flexibility + Process Automation = Streamlined Operational Efficiencies

When you choose to take advantage of the complementary functionality of *doc-link* and SharePoint, you will enjoy the streamlined efficiencies of an advanced archiving and workflow solution, while having the flexibility of the content creation and collaboration effectiveness of SharePoint.

doc-link users can automatically process documents electronically through the proper channels, and quickly and easily search for *doc-link* documents from their SharePoint site. SharePoint users can publish fixed-content documents to the *doc-link* repository, freeing up the memory for SharePoint to perform at its optimal level. ▲

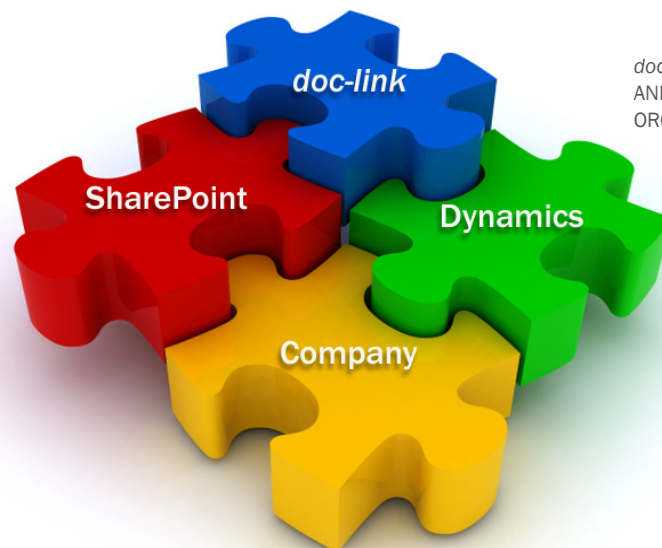
USE *doc-link* FOR:
Automating and controlling repetitive processes

Ensuring compliance and consistency

Archiving and searching for documents

USE SHAREPOINT FOR:
Sharing and collaborating on documents

Versioning documents



doc-link, INTEGRATED WITH SHAREPOINT AND MICROSOFT DYNAMICS, ENHANCES ORGANIZATIONAL EFFECTIVENESS.