

## DATA SHEET

# OpenText eDOCS in the cloud

Securely access, manage and share your legal content from any device and location—in the cloud



Flexible cloud options that match specific business, IT and security needs



Tailored support, from fully managed services to self-service administration



Most comprehensive security features available in a content management platform



Instant access to full set of OpenText™ eDOCS capabilities

Built for the cloud, OpenText™ eDOCS future-proofs enterprises with secure, intuitive and flexible legal content management solutions that enable users to access their documents anywhere—improving user efficiency and productivity, lowering IT costs and accelerating deployment.

According to IDG Research, nine out of 10 companies will have some part of their applications or infrastructure in the cloud by 2019, and the rest expect to follow by 2021.1 It is no wonder, given the benefits of scalability, lower infrastructure and maintenance costs, decreased burden on IT, accelerated deployment and greater user efficiency. However, a plethora of hosting options, ranging from public to private to hybrid, can slow the planning and management required to transition from on-premises to the cloud.

With eDOCS in the cloud, organizations gain the business advantage of a cloud-architected, modern and visually intuitive content management system that fits within an organization's cloud strategy and supports full functionality, such as Microsoft® Office applications for matter-centric work, while seamlessly providing instant user access across devices and locations to enhance user and team productivity.

### Flexible cloud options that match specific business, IT and security needs

Because a single strategy does not fit all, OpenText offers flexible options based on an organization's preference, seamlessly moving eDOCS from on-premises to the cloud--using the same governance framework used by the most bulletproof on-premises systems.

The flexibility of the eDOCS content management platform architecture allows connectivity of existing on-premises eDOCS libraries with new eDOCS libraries in the cloud. Organizations can transition to a full cloud environment over time, as they decommission on-premises libraries.

With cloud-ready, highly scalable architecture, OpenText offers cloud options that work the way you do:

- OpenText Cloud: Bring together the power of cloud computing with deep expertise in management and optimization of the eDOCS platform and add-ins—managed end-to-end by OpenText Managed Services.
- Flexible cloud hosting: Manage eDOCS solutions optimally in a variety of public clouds, including Google Cloud Platform™, Microsoft® Azure® or Amazon Web Services.

***“The big change we saw when we moved to OpenText eDOCS was the ability to not only store everything together based on the client matter number, which was a big change and very useful for us, but it also gave us the ability to do full index searching. It has revolutionized our ability to find things.”***

**Chris Garrett**

Assistant General Counsel  
Office of General Counsel,  
City of Jacksonville

[Read the Success story](#)

## **Tailored support, from fully managed services to self-service administration**

OpenText Professional Services offers support to manage eDOCS in the cloud. Professional Services will transition on-premises eDOCS applications to the cloud and provide the expertise and support necessary to manage eDOCS, whether fully managed as a service by the OpenText team, support for specific projects or administered as a self-service application.

Organizations can rely on OpenText experts to:

- Manage day-to-day operation and administration of eDOCS, from service management to onboarding, infrastructure management, access and security management.
- Monitor system health and act on issues, including application and systems monitoring, performance management and event management.
- Optimize ROI through feature and performance improvements, including scorecards and reporting, analytics and automation.

## **Most comprehensive security features available in a content management platform**

Legal professionals hold a trove of valuable data and are vulnerable to data breaches. eDOCS includes basic security features, such as two-factor authentication, metadata security and information transmittal via secure socket layer (SSL)—along with two additional layers of security with OpenText™ eDOCS Defense. This module, only available from eDOCS, closes the information security gap at the device level, with document-level encryption and activity monitoring. eDOCS Defense ensures that not even system administrators can see document contents without authorization. The only way to decrypt information is from the eDOCS interface, which keeps a full audit trail of who has accessed a document, when they accessed it and what action they took. Additionally, organizations can pre-empt an internal breach with monitored activity alerts. With eDOCS Defense, organizations can send templated alerts before and after sensitive information has been locked down, to further mitigate the risk and cost of a data breach, even safeguarding information from authorized users.

## **Instant access to full set of eDOCS capabilities**

All eDOCS features and modules are available via the cloud:

### **eDOCS**

Capture, govern, find and securely collaborate on preferred work product in a highly-secure, centralized repository accessible from mobile devices, tablets, laptops and the cloud.

### **OpenText™ Email Filing, eDOCS Edition**

Extend governance to rapidly exploding volumes of emails. Capture, organize and classify email alongside relevant content, while complying with privacy and corporate governance requirements.

## **OpenText™ InfoCenter**

Improve user productivity and increase user adoption with a modern, intuitive, visual interface for mobile on multiple MDM platforms, Microsoft® Outlook®, web and Microsoft® Office 365®.

## **eDOCS Defense**

Protect data with proactive and pre-emptive data security measures. Only eDOCS closes the security gap left at the device level with encryption at the document level and pre-emptive data breach activity monitoring.

## **OpenText™ Records Management for eDOCS**

Classify, manage and govern all types of records, including physical, electronic, emails and images, from within the eDOCS document management library. Ensure defensible disposition to eliminate document volumes and reduce eDiscovery risk and associated costs.

## **Supports Microsoft working environment**

From Microsoft Outlook to Office 365, users can work with the applications they are accustomed to seamlessly across their platforms of choice, from on-premises, the web, mobile and the cloud.

## **Associated OpenText products**

### **OpenText™ Core**

A SaaS application that integrates seamlessly with eDOCS for secure sharing and collaboration on projects with everyone inside or outside of an organization.

### **OpenText™ Decisiv™**

Unified search across all enterprise repositories—including the eDOCS library, email archives, intranet sites, knowledge management systems and more—leveraging patented unstructured data analytics and machine learning to quickly pinpoint relevant documents, matters and expertise.

### **OpenText Discovery Suite**

This suite, comprised of OpenText™ Legal Hold, OpenText™ EnCase™, OpenText™ Axcelerate™, OpenText™ Insight and OpenText™ Insight Predict provides end-to-end technology and services to streamline the way legal teams preserve, collect, search and investigate their data to manage legal obligations—mitigating cost, risks and inefficiencies associated with litigation, investigations and regulatory compliance.

### **OpenText™ RightFax™**

The most powerful fax server in the industry is integrated out of the box with desktop and enterprise applications to deliver a robust and secure communication platform.

### **OpenText™ Magellan™**

A pre-built machine learning and big data analytics platform that augments data-driven decision-making and accelerates business with advanced artificial intelligence.

Watch the video

Read the blog

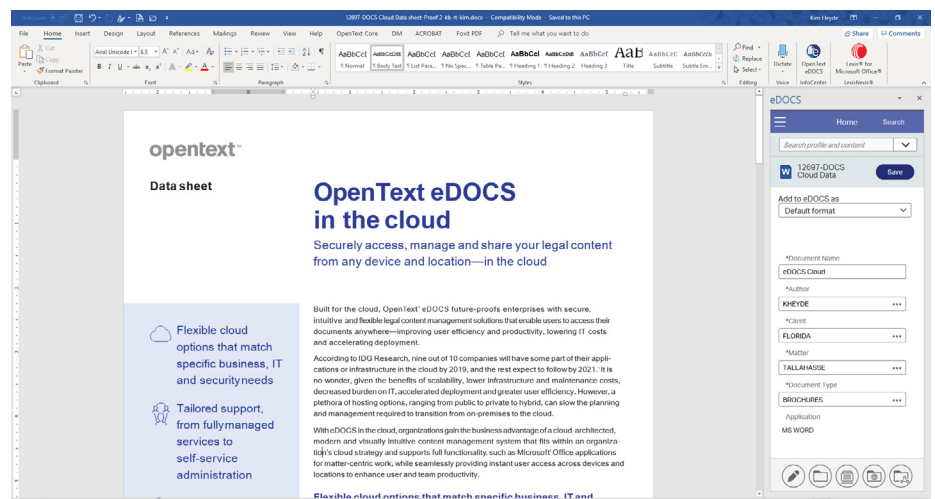
Learn more

## OpenText™ Magellan™ BI & Reporting

A scalable analytics server platform, which enables IT leaders and their teams to design, deploy and display secure interactive analytic applications, reports and dashboards fed by multiple data sources.

## eDOCS in the cloud—improves efficiency and lowers costs

Out-of-the-box, eDOCS accelerates business performance with secure, flexible and high performing solutions with a modern, visually intuitive user interface and the highest data protection possible. For law firms, corporate legal departments and professional services organizations looking to build the most productive and secure working environments serving clients, eDOCS enables users to access their documents anytime, anywhere—improving user efficiency and productivity, lowering IT costs and accelerating deployment.



eDOCS in the cloud supports the Microsoft working environment seamlessly. From Outlook to Office 365, users can work with the applications they are accustomed to from any location, device and platform.

<sup>1</sup> InfoWorld, Cloud computing 2018: How enterprise adoption is taking shape (2018)  
<https://www.infoworld.com/article/3297397/cloud-computing-2018-how-enterprise-adoption-is-taking-shape.html>

## About OpenText

OpenText, The Information Company, enables organizations to gain insight through market leading information management solutions, on-premises or in the cloud. For more information about OpenText (NASDAQ: OTEX, TSX: OTEX) visit: [opentext.com](https://www.opentext.com).

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