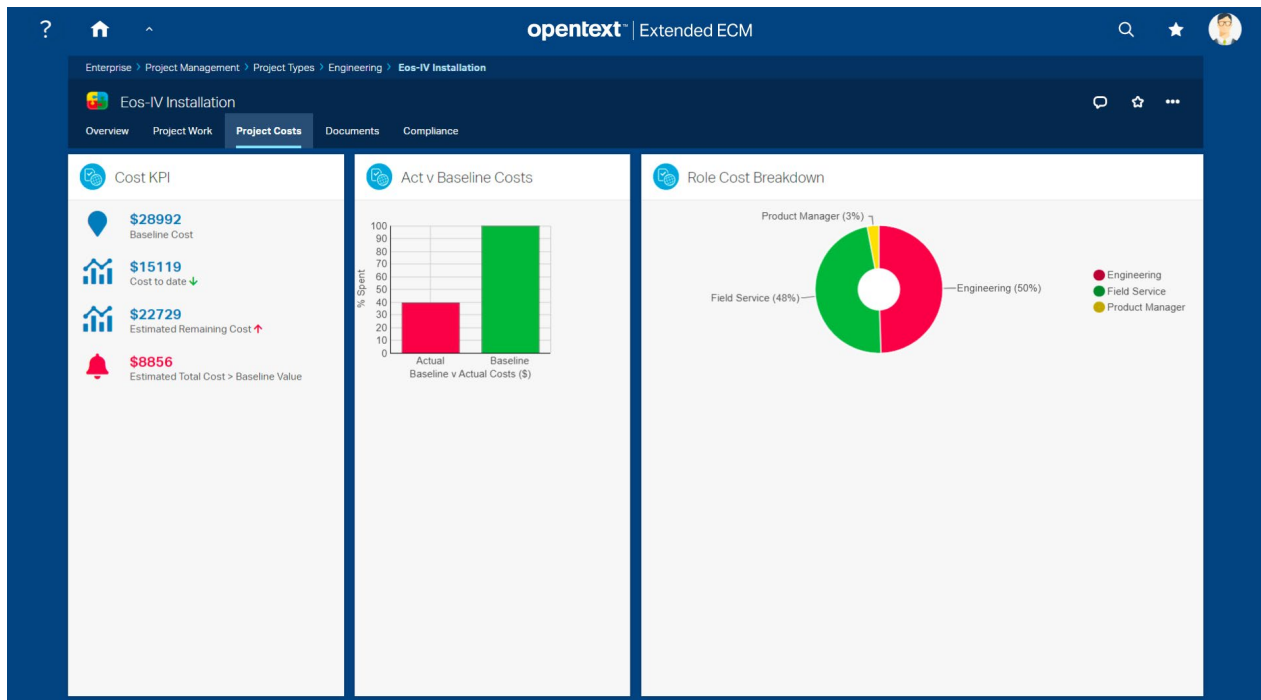


## Solution Overview

# OpenText Project Management for Extended ECM

**OpenText™ Project Management for Extended ECM** provides industry-standard, collaborative, and advanced project management tools for Extended ECM. This solution integrates projects and tasks with enterprise documents and records in a single system, while using the document management and security

features of Extended ECM. Program workspaces allow program content to be managed. Access critical project information including cost, work, risk, and issue data through the interactive program reports.



## General

- **Advanced project management and program management tools:** Including project scheduling, program reports, resource management and utilization in a centralized solution.
  - Complete project management solution. Increase efficiencies, improve collaboration
- **Single system:** Manage, track and integrate all programs, projects, tasks and project documents.
  - Increase efficiencies, optimize resources, reduce overall costs.
- **Central database for all data:** Project details, tasks and related documents are available in a central location.
  - Content is fully searchable, improve collaboration
- **Advanced real-time resource management:** Allocate resources to tasks using a daily or total work effort.
  - Optimize resources, complete projects on time
- **Real-time data and reports:** Out-of-the box configurable reports and dashboards on costs, resources, scheduling, and configurable project and program reports.
  - Improve decision-making, increase efficiency
- **Flexible task assignments:** Users can self-assign an open task and log their work to a timesheet.
  - Optimize resources, increase project efficiencies
- **Interactive Gantt chart:** Update project schedules and resourcing using an interactive Gantt chart.
  - Improve collaboration, increase efficiency
- **Stage gate automation:** Automatic workflow initiation can manage stage gate process for review and approval.
  - Improve project quality, accelerate project completion
- **Advanced project templating:** Project templating facilitates a Continuous Improvement Process.
  - Increase program and project efficiency, save time, reduce costs
- **Project Compliance applications:** Add-on business applications include Risks, Issues, Learnings, Project Change Control, and Project Ideation.
  - Improve project outcomes, minimize risks
- **Import/export capability:** Export/import project data from other PM tools and solutions, including Microsoft® Project, Microsoft® Excel®, PDF, and more.
  - Easy to use, accelerate project completion

## Collaboration

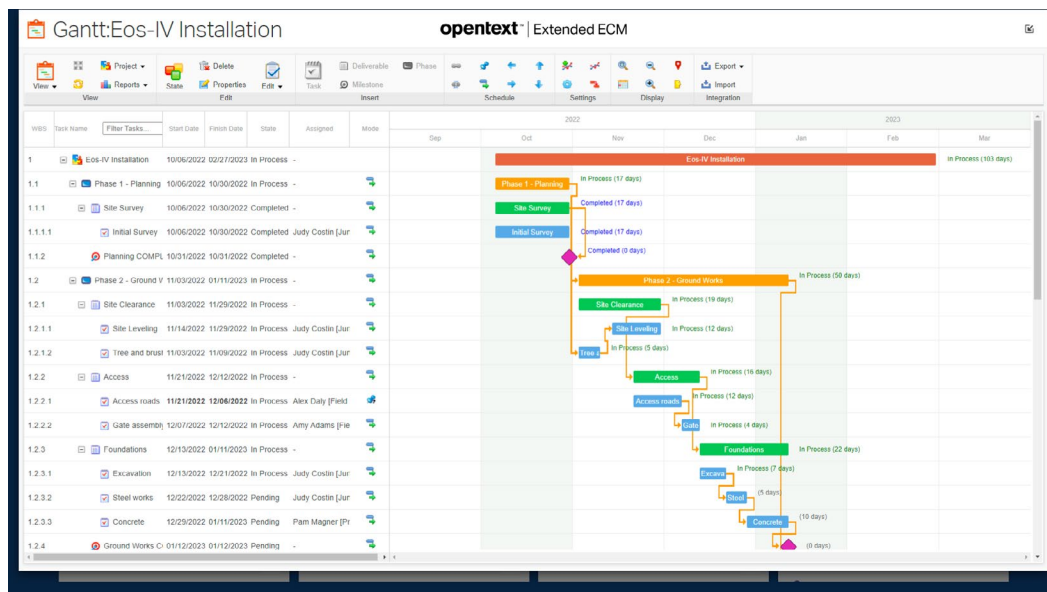
- **Single, central location:** Manage, track, and integrate all programs and projects in a single, central location. Content is fully searchable using the Extended ECM search engine, saving time and resources.
- **Document integration:** Integrate key documents directly into project tasks, which allows easy access to relevant and correct data and documents. This integration leads to increased project efficiency and more successful project execution.
- **Business Workspaces:** Benefit from relationships between Business Workspaces to help gain insight into contract workspaces, program workspaces and more.
- **Real-time reports and configurable dashboards:** Out-of-the box and configurable dashboards on costs, resources, and scheduling provide real-time reports and a 360° view of the status of all program and project information. This enables decision makers to make faster and more informed decisions.
- **Enterprise systems integration:** Integrate with enterprise systems, such as OpenText™ Extended

ECM for SAP® and OpenText™ Extended ECM for Engineering, to ensure transparent access of data between projects and business systems.

- **Deployment:** This solution is quick to deploy and easy to use.
- **Extended ECM version control:** Use Extended ECM audit and version controls for all activities.

## Project scheduling

- **Drag and drop and Gantt chart functionality:** Drag and drop functionality in the interactive Gantt chart allows the project manager to edit task dates and link tasks to create timelines. Multi actions in the Gantt accelerate project data updates.
- **Stage gate automation:** Stage gate automation using Extended ECM workflows can be initiated directly from a project, ensuring project phase or stage gate approvals.
- **Project templates:** Project templates facilitate Continuous Improvement Process (CIP) ensuring the project learnings are used for new projects.
- **File format:** Import from Microsoft Project XML files and export to Microsoft Project, Microsoft Excel, PNG, and PDF.



## Resources

- **Resource timesheets:** Project team members update and submit timesheets for approval. Managers can better understand work, costs, and timelines associated with resources and tasks.
- **Real-time project data:** Managers can see real-time project team allocations across projects. Resource analysis ensures accurate allocation to tasks using a daily or a total work effort. This gives the project manager more control over how each resource is allocated.
- **Self-assignments:** Open task assignments allow team members to self-assign tasks and log their work via timesheets.
- **Notifications:** Ensure every team member is up-to-date on project schedules, tasks, timelines, and documents.

## Applications

- **Project Compliance applications:** The Project Compliance applications include Risks, Issues, Learnings, Project Change Control and Project Ideation as part of the Business Applications.
- **Project Ideation:** This Application standardizes the project ideation and creation process within an organization. Foster project/product innovation by formalizing the project/product ideation process in a controlled environment.
- **Risks, Issues and Learnings:** Manage all risks and issues and identify opportunities for future improvement.
- **Project Change Control:** Activities can all be managed, tracked and recorded in the project workspace.

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