

# Simplify content sharing with OpenText Content Suite and OpenText Core Share

Seamless content collaboration with external parties with full enterprise security and governance



**Extend the value and functionality** of existing OpenText™ Content Suite investments



**Share and collaborate** freely with external parties



**Ensure** all parties are always working on the latest version of the document



**Increase** adherence to corporate governance policies, including audit history

- OpenText™ Content Suite
- OpenText™ Core Share

Sharing documents and collaborating with vendors, clients or customers is a constant in most organizations. But, when external parties do not have access to the enterprise content management system, employees often resort to emailing updates back and forth, hindering productivity and increasing security and compliance risks.

OpenText™ Core Share provides OpenText™ Content Suite users with a secure, easy way to share documents with individuals outside of the enterprise. Core Share extends the value and functionality of existing Content Suite investments by adding cloud-native sharing and collaboration capabilities, ensuring everyone with permission has access to the most up-to-date version of a document, while adhering to corporate security, compliance and privacy protocols.

## Bi-directional synchronization of documents and folders

Once an external share is initiated, any new documents or folders added to the shared folder in Content Suite are automatically synced to Core Share, while any new documents or folders added to Core Share are automatically synced in Content Suite. Content Suite users within the enterprise continue to access and work with the document the same way they always have, whether with OpenText™ Office Editor, the Classic UI or Smart View, OpenText™ Enterprise Connect or OpenText™ Content Server Mobile, while users outside of the organization access the document through Core Share. It is also simple to remove sharing privileges for external parties whenever necessary.

## Bi-directional synchronization of events

The two systems also automatically synchronize events. For example, if a user changes the name of a document in Core Share, it is automatically renamed in Content Suite. Similarly, if a new version of an existing document is added to Content Suite or Core Share, that version is adopted as the most current in the other system. The same rules apply to the deletion of documents and folders.

When a document is reserved by a user in Content Suite for editing or review, it is automatically locked in Core Share and vice versa. This method of synchronized document reservation between the two systems minimizes conflicts and ensures the document is not lost if a conflict should arise.

## Comprehensive audit log

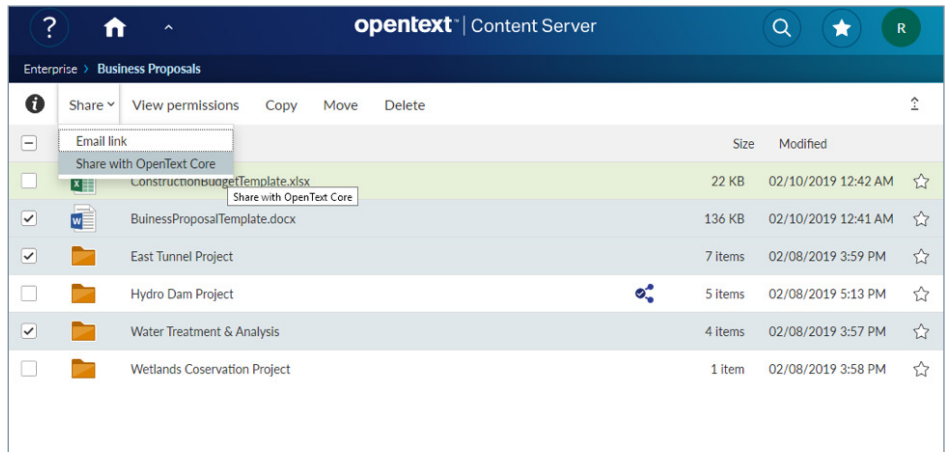
Throughout the lifecycle of a shared document, actions occurring in either Content Suite or Core Share are logged, providing a complete, uninterrupted record of every event that has occurred with the document. Even if the external share is revoked, the complete audit history is retained and remains with the document in Content Suite.

[Watch a demo](#)

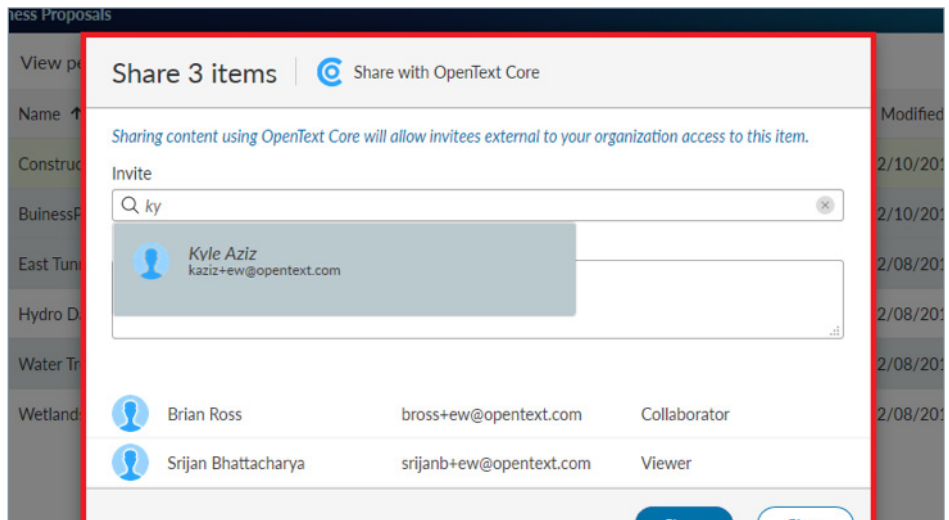
[See how Content Suite works](#)

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Quickly and easily initiate an external share with OpenText Core Share from Content Suite using the Share menu.



Enter email addresses of the people you want to share with outside the organization and assign their level of access