

OpenText Documentum D2 Advanced Publishing Services

Extend OpenText Documentum D2 for paper-based and electronic publishing of virtual documents



Simplify virtual document publishing



Enable any user to manage publications



Avoid content duplication

Used in instances such as collaborative authoring or for regulatory submissions, a virtual document collects multiple documents into an ordered, logical unit that can be conveniently managed and controlled. Virtual documents are a key requirement for many content management applications, enabling organizations to compose published documents based on other documents or document components. A virtual document may need to be published multiple times, with variations in content, structure, formatting and other characteristics. For example, organizations may publish different versions of technical documentation for channel partners than it does for customers. Or it may publish multiple versions over time and need to be able to regenerate any version for regulatory audits or other purposes.

OpenText™ Documentum™ D2 Advanced Publishing Services is an optional extension to OpenText™ Documentum™ D2 for paper-based and electronic publishing of virtual documents. Publications can be configured to comply with a wide range of complex publishing requirements, ranging from common product documentation formats to highly standardized specifications, such as the Common Technical Document (CTD). Integrated into Documentum D2, the powerful and user-friendly interface gives any business user the tools to publish documents quickly, without the constraints and complexity of traditional publishing solutions.

What is a virtual document?

A virtual document collects multiple documents into an ordered, logical unit that can be conveniently managed and controlled. Each component in a virtual document is a standalone object in the OpenText™ Documentum™ repository. By including these objects in a virtual document, users can apply a consistent set of governance and management policies to the entire collection, including lifecycles, workflow, versioning, security and retention policies. For example, users can manage entire books as a single virtual document, with the chapters appearing as separate documents within the collection.

OpenText™ Documentum™ D2 simplifies virtual document creation and management with its built-in virtual document editor. Components can be easily added, removed or reordered within a virtual document using drag and drop, and all aspects of the virtual document can be controlled through the Documentum D2 user interface.

Simplify virtual document publishing

Documentum D2 Advanced Publishing Services simplifies control of the publishing process. Robust administrative features enable users to generate their own publications and choose either paper-based or electronic publishing formats.

- Paper-based publishing generates a single PDF or a set of PDF volumes for a virtual document, with page numbering, bookmarks, hyperlinks and a respective table of contents. The generated PDFs can be managed in the repository as either renditions of the virtual document or as separate, linked documents.
- Electronic publishing converts a publishing profile into a folder structure on the local file system or in the repository, along with an XML or PDF index to easily navigate through the collection. Common uses of the electronic publishing format are CTD submissions and staging of documentation for a website.

Enable any user to manage publications

Documentum D2 Advanced Publishing Services provides the flexibility to handle any publishing need. Using the intuitive publications editor, any Documentum D2 user can define standard publishing elements and overlays, such as cover pages, table of contents, watermarks, headers and footers, index tabs, PDF layers and volume separators.

The quick publishing feature allows users to immediately generate a publication based on a default configuration. An administrator sets up defaults for these features in the Documentum D2 configuration tool, but many can be overridden at publication time by a Documentum D2 user. Administrators can specify which features can be overridden and when.

Avoid duplication of content

Documentum D2 Advanced Publishing Services allows any Documentum D2 user to create multiple variations without the need to change or duplicate the underlying content. By using a publishing profile, users can:

- Preview all components of a publication without publishing.
- Specify alternate values for document properties.
- Select profile-specific templates, overlays and volume breaks.
- Generate a table of contents and indexes that are specific to the profile.
- Split a document.
- Publish a portion of a document.
- Exclude any component.

All changes are associated with the profile, allowing the publication to be regenerated at any time, regardless of changes made to the virtual document or the default publishing configuration. Changes to the underlying virtual document, such as adding or deleting a component, are flagged in the profile and users can selectively synchronize any change into the profile as required.

Associated service options available

- [OpenText Consulting Services](#)
 - [OpenText™ Managed Services](#)
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Where are virtual documents used?

Virtual documents are invaluable for meeting the following business needs:

- **Regulatory submissions:** Certain industry standards or government regulations mandate specific structures for submitting document dossiers, for example, the Common Technical Document (CTD) specification in the pharmaceutical industry. The submitted dossier must comply with strict rules for indexing, ordering, searchability and formatting.
- **Collaborative authoring:** Teams of authors and reviewers can work independently on their contributions to the overall collection without worrying about stepping on each other's toes.
- **Component flexibility:** Each component can have its own security, ownership, workflow and properties, in addition to the policies applied to the virtual document. Users can easily integrate contributions from external sources, for example, documentation from a parts supplier or machine-generated content, such as a bill of materials or financial report.
- **Content reuse:** Any component can appear in multiple virtual documents, enabling reuse. For example, a research study relevant to two different regulatory submissions can be easily contained in both but managed independently. Components can even have different file formats—word processing, spreadsheets, images, presentations and PDFs.

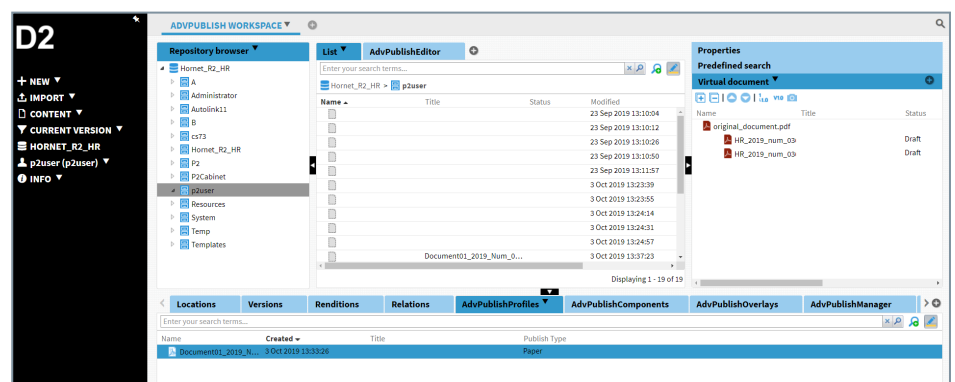
Documentum D2 Advanced Publishing Services enables users to generate their own publications while minimizing the impact on computing resources. Documentum D2 becomes a single integrated environment for both editing and publishing virtual documents. As with other Documentum D2 applications, Advanced Publishing Services can be quickly configured and rapidly deployed. When publishing complex documents is critical, there is no better choice than Documentum D2 and Documentum D2 Advanced Publishing Services.

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.

OpenText Documentum D2 Advanced Publishing Services features

- **Edit and publish documents** in a single environment through Documentum D2 integration
- **Enable quick publishing** of virtual documents based on default configurations
- **Publish any virtual document** to multiple formats without duplicating content
- **Allow any Documentum D2 user to easily create and manage their own publications**, with no need for publishing specialists
- **Publish** to paper (single PDF/volume) or in electronic form (folder structure of rendered components)
- **Offload compute-intensive publishing processes** to dedicated publishing servers and asynchronously execute these processes in the background to avoid tying up users' desktops
- **Break a large document** into multiple volumes, each with its own table of contents
- **Maintain dictionaries** of localized terms for publishing to different locales
- **Set PDF options** for document properties, protection, initial view and link styles
- **Add overlays**, including headers, footers and watermarks, even after a profile is created



Use drag and drop to fine tune the structure of a publication