



OpenText™ Archive Center for SAP® Solutions, Cloud Edition

Manage enterprise content securely with one archiving service in the cloud

Unstructured data volume growth continues to plague enterprises with compliance concerns and increased legal and business risks—not to mention the high storage costs and operational overhead. Keeping everything is neither viable nor cost effective—but compliance doesn't have to be complex or involve high upfront costs.

Unstructured data volumes are growing at 40 to 60 percent year over year. Content related to file system data and enterprise applications such as SAP® make up a large part of that growth and impose significant storage costs and legal risks. Today's enterprises need archiving solutions that can help manage and control data volume growth, reduce costs, and expand as information governance needs evolve.

OpenText Archive Center for SAP Solutions, Cloud Edition is built to handle these challenges. Whether it is capturing SAP-related data and documents, content from file shares, or any transactional content, Archive Center for SAP Solutions, Cloud Edition provides an all-in-one cloud archiving service.

Business Agility with the OpenText Cloud

The OpenText Cloud is a cloud environment for enterprise solutions spanning Information Management, Compliance, and B2B Integration. Supported by a global, scalable, and secure infrastructure, the OpenText Cloud includes a foundational platform of technology services and packaged business applications for industry and business processes.

Archive Center for SAP Solutions, Cloud Edition is an enterprise archiving service running in the OpenText Cloud as a public cloud service. It is a multi-tenant solution so that multiple customers can use the solution without any risk of interference with each other and yet benefit from the cost-effectiveness of a shared platform. The application provides all necessary functionality to logically segregate tenants and disallow interaction among them or accessing foreign content.

Data sovereignty is key for public cloud archiving, so twin data centers in Europe and North America ensure that content is regionally confined. The OpenText data centers provide an assured level of service, availability, and quality with defined service level agreements, fault-tolerant solution design, and audited operational controls.

SUMMARY

OpenText™ Archive Center for SAP® Solutions, Cloud Edition is an archiving service in the cloud for SAP® and non-SAP content, helping organizations manage the explosion of content, while ensuring it is cost-effectively and securely stored in the cloud.

HIGHLIGHTS

- Data sovereignty with encryption and storage in regional data centers
- Fault-tolerant and resilient solution architecture
- Solution for SAP, file shares, and CMIS-enabled applications
- Interoperable with supported standards, such as SAP ArchiveLink® and CMIS
- Transparent application and seamless end-user access

BENEFITS

- Cost-effective management and governance for enterprise content
- Reduced IT infrastructure complexity, resource consumption, and costs
- Higher efficiency with documents integrated in business processes

Our policies and procedures root from the industry standard ITIL/COBIT methodologies to provide guaranteed levels of operation and confidence in your cloud-based business solution.

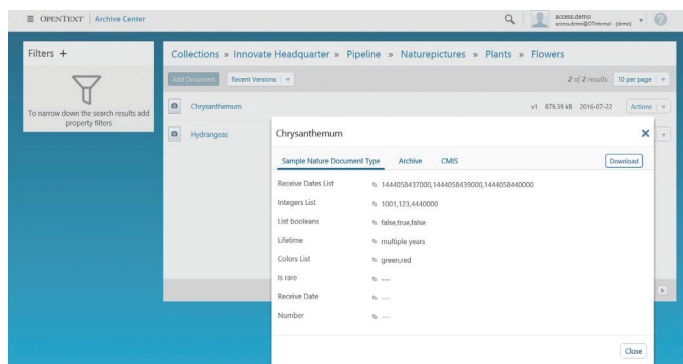
Resilient and Fault-Tolerant Architecture

Archive Center for SAP Solutions, Cloud Edition is deployed in a fault-tolerant and resilient solution architecture. Our data center facilities and enterprise-level infrastructure combine to provide an environment capable of satisfying the highest availability requirements. Fault tolerance is built into the application-level supporting architecture with server clustering and load balancing. The supporting network and devices are resilient by design through highly available, virtualized technologies. In addition, content is replicated between twin data centers for disaster recovery. All solutions are subject to regular back-up schedules and retention periods in accordance with Hosting Services policies and procedures.

Simplified, Easy-to-Manage, Rapid Deployment

As a software-as-a-service (SaaS) solution, Archive Center for SAP Solutions, Cloud Edition shields the complexity of setting up an on-premises enterprise archiving infrastructure for different leading applications and content types from the customer. This greatly simplifies the deployment on-site and reduces the efforts for archiving projects.

For business administrators and end users, it provides an easy-to-use web-based user interface (UI) adapted to their roles and tasks. Business administrators can quickly and easily set up new collections and manage retention zones. Using reporting and statistics, they can monitor used storage space, as well as current and past consumption. The intuitive “My Archive” web UI enables end users to access content in the CMIS layer depending on their authorizations. Access to SAP content is seamlessly integrated into the respective SAP user interfaces.



Archive Center Cloud Edition: Access to CMIS

Archive Center for SAP Solutions, Cloud Edition is equipped for rapid provisioning and deployment. The Archive Center Proxy, installed on-premises at the customer site, is the gateway to the cloud services. It encrypts all content before sending it to the cloud with a customer-owned key and shields leading applications, such as SAP from the cloud, adding an extra layer of security. It also provides caching and compression to optimize

Archive Center for SAP Solutions, Cloud Edition is highly scalable, flexible, and interoperable to meet your information governance needs, today and in the future

network traffic and storage volume and to grant fast access to documents. For file shares and CMIS scenarios, the Archive Center Proxy is the only component installed on-premises. For SAP scenarios, the Archive Center Proxy represents the SAP ArchiveLink® HTTP Content Server for the SAP system. The imaging clients and SAP-based components are also installed on-premises. Additional configuration of the leading application concludes the deployment.

SAP Archiving and Imaging via the SAP ArchiveLink Interface

Archive Center for SAP Solutions, Cloud Edition provides secure archiving for SAP data and documents and integrates business documents with SAP transactions and processes via the ArchiveLink interface. In addition to the cloud archiving service, the solution contains batch input capabilities and a rich set of imaging clients for scanning and viewing, including notes and annotations, and integration of desktop documents and emails with SAP.

It enhances the standard SAP capabilities to access content with a compelling attachment list with thumbnail preview and extensible attributes for ArchiveLink documents. Configurable business process views in SAP provide access to SAP documents and online as well as offline data in the respective business context and 360-degree views on SAP business objects (e.g., customer or vendor) with all related content. Users access the content seamlessly from their SAP application, either via SAP standard functionalities or the enhanced attachment list or business process views.

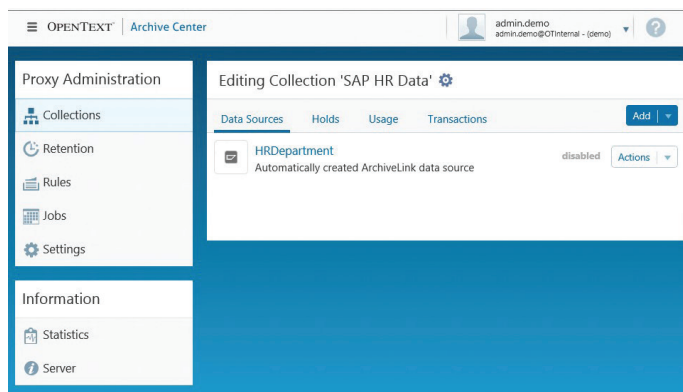
Content Enabling for Leading Applications via CMIS Interface

With the Content Management Interoperability Standard (CMIS) interface, an open standard for content management repositories, the solution enables storage and retrieval of any content. Any CMIS-enabled application can leverage the archiving service in the cloud and integrate content in business processes.

End users can access content from everywhere, either transparently from a CMIS enabled application or via the easy-to-use web retrieval interface My Archive. Business administration features provide intuitive retention management, system reporting, and legal hold. A privileged eDiscovery user can export data to EDRM XML for broader eDiscovery review.

Archiving for File Shares

The solution provides archiving content from file shares. The file shares are scanned and the documents matching the configured selection criteria are archived. The metadata of the folders and files are archived as well, including permissions (ACLs). Depending on the configuration, files can be replaced with stubs or removed entirely. The “Retire to ArchiveBox” option archives all documents below a specified path. In the root folder of the specified path, a single shortcut is created. Clicking the shortcut opens the corresponding location in the My Archive web client, from which all documents are accessible.



Archive Center Cloud Edition: Administration

The solution optimizes storage consumption with single instance archiving. File share archiving can also be used as an interface to ingest any structured transactional content into Archive Center.

Users continue working as they normally would with transparent access to the archived files via the file system or use the stubs for easy access. In My Archive, users can search the documents using the free text search or applying filter. Users can then download the content or view the document’s metadata.

SAP ArchiveLink Certified and SEC Compliant

The cloud service of Archive Center for SAP Solutions, Cloud Edition with the Archive Center Proxy as interface component is certified by SAP to be SAP ArchiveLink compliant. In addition, the components, which are deployed on the SAP application, are certified by SAP to conform to SAP standards and conventions for ABAP packaging and deployment. This guarantees full compatibility of the solution with SAP S/4HANA®, SAP Suite on HANA, SAP Business Applications and SAP Industry Applications based on these environments.

The solution provides secure archiving according to SEC rule 17a-4 of the US Securities and Exchange Commission (SEC), which describes requirements for data retention and accessibility. “17a-4 llc” (www.17a-4.com), a compliance software and services company focusing on archive technologies that meet the regulatory requirements, has reviewed the Archive Center, Cloud Edition platform and its combination of hardware, software and controls and confirmed that it fully complies with Rule 17a-4 of the Securities and Exchange Act of 1934. As such, Archive Center, Cloud Edition offers an attractive alternative for financial institutions to retain and preserve records in accordance with financial regulations.

A true Software-as-a-Service for Enterprise Archiving Needs

Archive Center for SAP Solutions, Cloud Edition is highly scalable, flexible, and interoperable to meet your information governance needs, today and in the future. Start archiving SAP content today, expand to file shares tomorrow, and extend your enterprise archiving further with the Content Management Interoperability Services (CMIS) open standard support. Without need for an up-front investment in infrastructure and administration know-how, you only pay for actual usage, based on consumption in terms of write-and-read transaction and storage volume.

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