OpenText™ Brava!™ Desktop for eDOCS

Ensure your documents are easy to work with and safe to share, both inside and outside your organization

Improve the Management of Content Across Your Organization

Today's workplace is increasingly global and virtual, bringing together individuals dispersed around the globe–in different offices, cities, and countries. To support this new reality, organizations need tools for improved sharing and collaboration. These tools need to be simple, effective, and easy to use. They also need to meet tough standards for information sharing–complying with heightened privacy regulations and providing greater protection for proprietary and sensitive data.

To meet these challenges, OpenText™ Brava!™ Desktop for eDOCS makes it easy to collaborate on virtually any file type within your document management (DM), including Microsoft® Office and PDF documents, CAD drawings, and image files like TIFF and JPEG. Working from within their eDOCS DM, multiple users can simultaneously annotate documents with edits or comments and make redactions to block out sensitive information. They can then publish changed content as a PDF, TIFF, or expiring content sealed format (CSF) file, viewable within eDOCS.

Brava! Desktop for eDOCS has a simple, easy-to-use interface that makes large-scale deployments and rapid user adoption a reality in virtually any business environment.

Brava! Desktop for eDOCS Key Features

Access a Modern, Flexible Interface

Brava! Desktop for eDOCS offers a modern interface for viewing and annotating hundreds of file formats, making user adoption easy and training virtually unnecessary. In addition, the interface can be reskinned to easily match the user's preferred working environment.

Review, Annotate, and Collaborate on Files Simultaneously
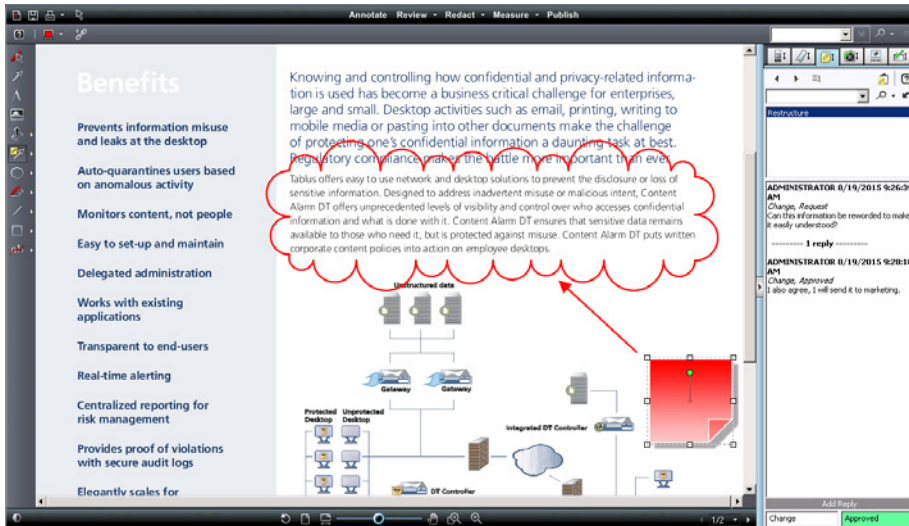
With Brava! Desktop for eDOCS, multiple users can work on a single file simultaneously to add annotations. These annotations can take the form of colored boxes, text, and/or arrows to highlight issues or areas for further investigation. Users can add watermarks and banners to documents, create custom stamps on documents, or add stock stamps like APPROVED, REJECTED, and CANCELLED.

In addition, the Changemark™ notes collaboration space allows users to add "sidebar" comments to a document or drawing. With threaded discussions, users can reply to each other and accept or reject comments—recording a complete audit trail of both the discussion and the outcome. When the user checks the file in, their annotations are saved as attachments to the original file and are viewable to any subsequent editor going forward.

PRODUCT SUMMARY

Brava! Desktop for eDOCS makes it easy and safe to share documents, both inside and outside your organization. It provides simple, yet powerful tools to annotate, redact, and collaborate on virtually any type of Microsoft® Office, image, PDF, or CAD files.

"Reducing our environmental footprint is important. With Brava, we're not physically moving documents and we're not using all the paper to generate copies, so there's a positive environmental impact."™
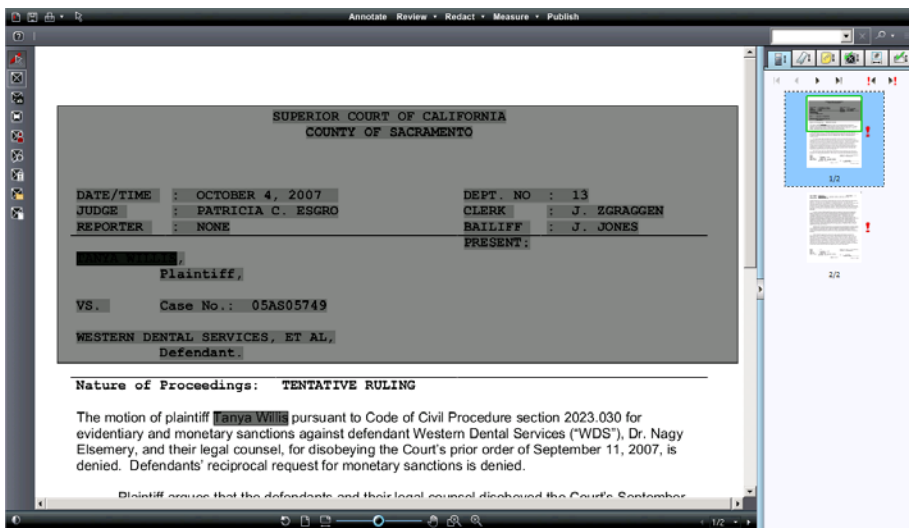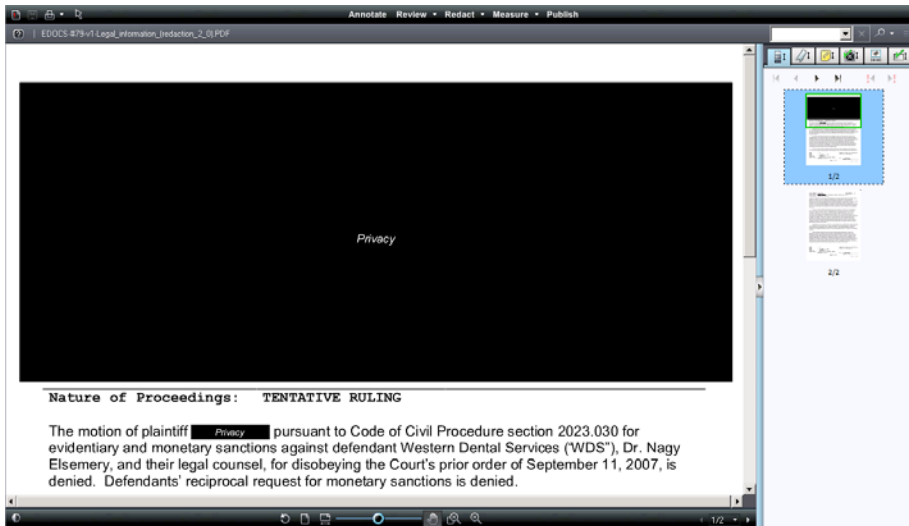
Annotated Document with Sidebar Comments

Redact Sensitive Information

Redaction tools allow sensitive information to be removed from documents, drawings, and images, either automatically with intelligent pattern matching and text search or manually with area selection tools.

A redaction draft mode accommodates review cycles and provides the ability to redact full pages rather than just selected areas; a filter capability to find redactions without reason codes (to address Freedom of Information Act requirements); and the ability to do partial redactions–a feature that is useful for redacting all but the last four digits of a credit card or bank account number.

File Before Redaction

File After Redaction

"Strategically, when it comes to future initiatives regarding our corporate document management system and handling of multiple formats, such as TIFF, PDF, and others, including markup, we will look to Brava as a preferred choice."

Share Documents Securely

Brava! Desktop for eDOCS enables secure sharing of files outside the OpenText eDOCS environment with secure CSF, an encrypted, compressed format specifically designed to help companies control their content. With secure CSF, users can add document security controls including password protection; restricting print, copy, layer views, and more; adding watermarks and banners; and time-expiring the file.
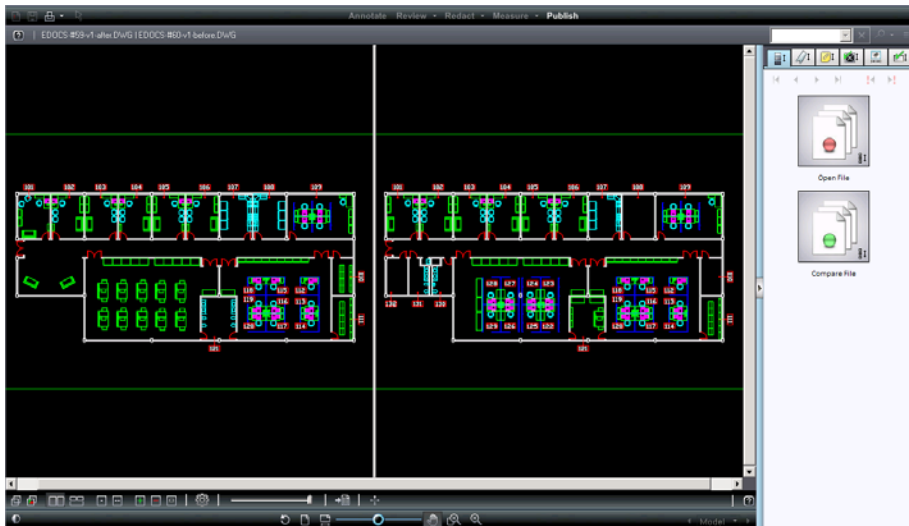
Work with CAD Files

Changemark notes step reviewers through every comment to ensure nothing is missed. This feature is particularly important for large drawings and multi-page files. With CAD files, vector data is not converted to pixels (rasterized), thus maintaining the integrity and fidelity of the drawing. A compare feature allows users to view any modifications made to a drawing at a glance.

A takeoff count allows users to count items on drawings such as doors and windows and aggregate areas for flooring or other materials for purchasing decisions. Users can create separate profiles for each count using different category names and colors, and then create a report in a spreadsheet format.

Brava! Desktop for eDOCS Overlay Comparison

Brava! Desktop for eDOCS Side-by-Side Comparison

View and Compare Documents

A built-in comparison tool also makes it easy to compare document revisions/versions or faxed versus signed contracts, for example. Brava! Desktop for eDOCS offers pixel-to-pixel and text comparison modes so users can choose the view best suited to their file type. Comparison views can also include annotations for easy change verifications, ensuring no changes remain unincorporated.

www.opentext.com

NORTH AMERICA +800 499 6544 • UNITED STATES +1 847 267 9330 • GERMANY +49 89 4629-0
UNITED KINGDOM +44 (0) 1189 848 000 • AUSTRALIA +61 2 9026 3400