

# OpenText™ Extended ECM for SAP® SuccessFactors® FasTrak

Extended ECM for SAP SuccessFactors is a unified and extensible platform that can be leveraged across the enterprise to manage content beyond HR

In order to address the demands of the digital workforce, HR processes must be simplified and transformed. By extending the SAP SuccessFactors solution with OpenText Extended ECM (xECM), organizations can accelerate day-to-day activities and increase their agility to meet the engagement expectations of the digital workforce.

OpenText Professional Services offers FasTrak, a quick-start services package to easily implement the OpenText Extended ECM for SAP SuccessFactors solution. With FasTrak, organizations will have digitized HR documents integrated within their SuccessFactors environment in less than three months.

OpenText Professional Services is recognized as the premier services organization for orchestrating the successful implementation of OpenText solutions. The FasTrak packaged service uses the OpenText best practices approach to implement the pre-defined solution in the OpenText Cloud and integrate it with SuccessFactors, quickly addressing the challenges associated with managing employee documents. Only OpenText Professional Services consultants have the expertise to implement this solution in the OpenText Cloud.

FasTrak lays the foundation for a successful rollout of the cloud-based solution for the entire HR operation, improving the user experience for employees, managers and business partners, while simplifying all HR-related document interactions.

The FasTrak services package includes a two-day design validation workshop to discuss and define the standard product functionality and how it should be configured for the unique needs of the business.

## BENEFITS

---

- Integrates OpenText™ Extended ECM to SAP® SuccessFactors® Employee Central
- Automates HR administrative tasks, eliminating costly paper archive storage
- Provides a central repository for all HR documents
- Offers secure management and governance of employee information and data
- Integrates relevant business processes to streamline manual communications
- Automates document generation to eliminate manual HR communication
- Integrates relevant business processes to streamline manual communications

## The FasTrak solution:

- Enables one of the standard global Employee Workspace templates.
- Adopts up to 10 of the standard folder templates for structured storage of employee documents to a customer business-specific approach.
- Defines FasTrak inbound scenarios.
- Configures business object type: employee.
- Classifies HR documents (usage of FasTrak best practice classifications).
- Implements xECM UI widgets for HR for FasTrak standard users.
- Integrates SuccessFactors role-based permission model in xECM.
- Customizes HR FasTrak standard reporting (e.g. customized validation report).
- Provides document generation set-up and template configuration.

## Beyond FasTrak

While the FasTrak package is designed on OpenText best practices and will fit most customer's requirements, additional services are sometimes required. The OpenText Professional Services team is ready to assist with expanded requirements such as:

- Multi-country rollout
- Integration into other HR systems
- Set-up of global rollout structures
- Migration of existing employee documents
- Integration with other SuccessFactors modules beyond Employee Central
- In-depth training, classroom training or customized eLearning
- On-premises implementations

In addition to the FasTrak standard configuration, additional services packages for added functionality are available, including:

- Records Management
- Customer-specific workflow extensions
- Customer-specific document generation beyond FasTrak template documents
- Auto-classification with Optical Character Recognition (OCR)
- Extended reporting

OpenText Professional Services is committed to providing a successful Extended ECM for SuccessFactors implementation. For further information, contact [ProfServices@opentext.com](mailto:ProfServices@opentext.com).

**[www.opentext.com/contact](http://www.opentext.com/contact)**