



Brochure

# Content Manager Select

Content Management with the flexibility you need

**opentext™**

# Smart Enterprise Content Management for Today and Tomorrow

Volume and variety of data are ever expanding, as are regulatory and efficiency pressures. Organizations require a robust, flexible and future proof enterprise content management (ECM) solution.

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## Executive Summary

Manage information from creation to disposal, meet data privacy guidelines, and achieve your information governance objectives with OpenText™ Content Manager Select. The proven and robust enterprise content management system provides your organization with unmatched flexibility, usability, and scalability.

Content Manager has earned an enviable reputation after more than 30 years as a leading enterprise content management solution. It currently serves thousands of customers in the public and private sectors with more than two million licensed users around the world.

**Content Manager Select** provides the power of Content Manager as a flexible subscription model. It offers users an annual subscription to use Content Manager, with no additional support or maintenance fees. It also provides an enriched user experience with access to a range of modules along with free unlimited Inquiry user access.

**Content Manager Select Software as a Service** offers the same proven, robust product in a scalable, robust SaaS model that lowers the effort and cost of ownership and administration.



## Building on Strength

OpenText™ Content Manager is a governance-based enterprise content management system designed to help government agencies, regulated industries and global organizations manage their business content from creation to disposal.

Few vendors can claim to understand enterprise content management the same way we

do. Our history of technology in this sector starts as far back as the 1990s, and there are thousands of active customers globally, with around 1.8 million end users of the Content Manager product. Our technology incorporates our information management expertise into a holistic, enterprise-scale solution, providing document and records management, e-mail management, web content management, governance and administration, workflow and collaboration.



Providing free and unlimited Inquiry User (read only) licenses, Content Manager Select is a cost-effective approach to document and records management. Inquiry users can log in and perform unlimited searches for content. These licenses extend the governance and compliance of documents and records to many more users in an organization without adding licensing or support costs.

Supporting the market trend towards pay-as-you-go IT, Content Manager Select is a simple way to manage content, compliance, and costs.

### **All the Features You Know**

Content Manager helps governments and organizations all over the world manage and protect information to maintain data privacy and regulatory compliance. Content Manager Select boasts the same comprehensive range of capabilities these organizations rely on.

**Strengthen data governance**—authorized access to mission-critical business information for compliance, productivity, and knowledge management.

Content Manager Select brings the strength and heritage of the Content Manager product to our customers in a more flexible format.

### **The Flexibility You Need**

The world of IT has evolved from cost center to value enabler, and IT leaders are looking to get the right return on the right expenditure at the right time.

Content Manager Select is an annual subscription that enables users to rent Content Manager instead of buying it outright.

Furthermore, Content Manager Select comes with the full support and maintenance of Content Manager included in the annual subscription fee.

Included in every user license are the most popular of the additional Content Manager modules. Previously licensed separately, these powerful modules are critical in supporting the evolving data privacy initiatives, and provide

enhanced functionality as part of the solution. The modules include Auto-Classification, Rendering, Advanced Disposal Processing, Data Warehousing, and Optical Character Recognition (OCR).



**Automate and classify**—automatically create containers or folders for newly added information as part of your governance-based enterprise content management process.

**Secure the lifecycle**—apply security, retention, and disposition policies automatically to content and records to help mitigate risk and support compliance initiatives.

**Data privacy management**—automated rules, classification, and workflow capabilities facilitate the easy capture and management of your business information to meet global, national, and state privacy regulations.

**Improve productivity**—the easy to deploy zero-footprint interface supports key user functionality, including dynamic and advanced search, saved searches, seamless check-in and check-out, tag and task, and report generation.

### **Greater Functionality Means Smarter Data Governance**

Beyond simplifying purchasing and licensing, the Content Manager Select subscription offers a better user experience and more value for your organization. Content Manager Select includes a range of modules that no longer need to be purchased separately, plus free Inquiry (read-only) access for unlimited users. You can now make unclassified, permissible, or read-only content available for as many users as you like without the need to procure additional licenses.

Existing Content Manager customers on a supported version can easily convert to Content Manager Select by exchanging current perpetual licenses for Content Manager Select subscription licenses. You don't need to upgrade, reconfigure, or migrate anything on your running system. Simply remove the old license and apply the new Content Manager Select license on your existing installation and continue working. It's as simple as that!



Content Manager Select helps you better manage data governance by matching the exact needs and usage requirements of your organization. From simplified license types to more modules to inclusive support and maintenance, we can help you lower operating costs while enjoying a rich user experience.

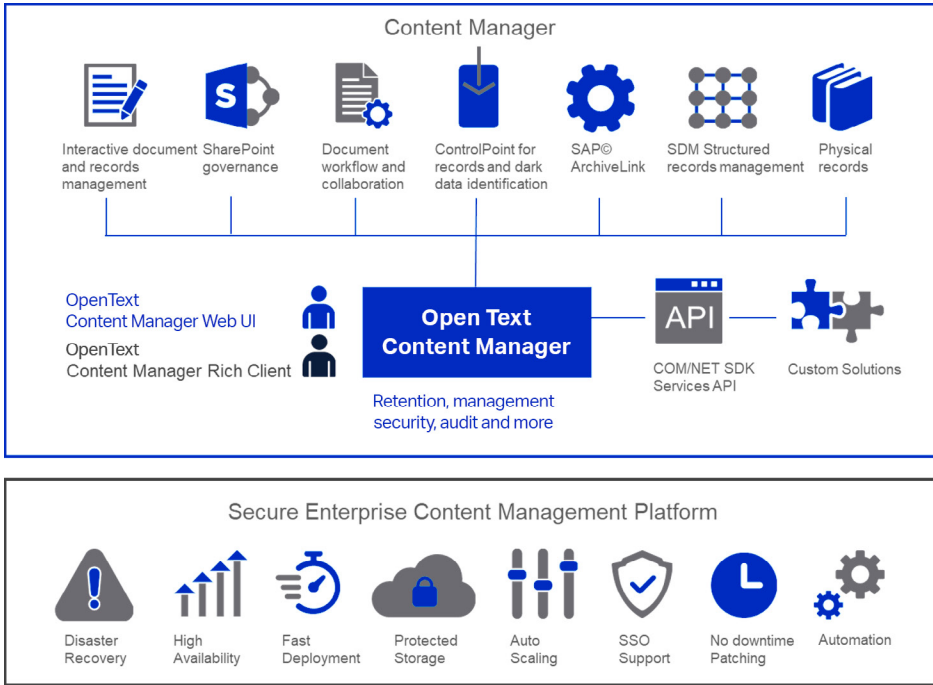
### **Move to a Managed Service**

For some organizations, the cost and effort of running their own infrastructure is under scrutiny. The advent of cloud-hosted Software as a Service is an opportunity for many to review their strategy on service provision, and "as a service" models have offered a way forward for those looking to reduce the cost and effort in managing and administering IT systems.

### **Content Manager Select Software as a Service**

The new service provides customers a one-stop cloud-based managed solution for content management that combines the strengths of a fully managed SaaS solution infrastructure, and OpenText's longstanding ECM technology strength with Content Manager.

The new offering provides robust, innovative content management software in a SaaS model that lowers total cost of ownership and offers unrivalled customer flexibility. Customers simply sign-up to a managed service that includes appropriate Content Manager Select support in terms of data footprint and user access, plus the benefit of a fully managed service including guaranteed response times and user levels.



**Figure 1.** Content Manager Select is available on premise and as a managed service

To provide the managed service component, we have collaborated with Citadel, a leader in ISO27001-certified cloud-hosted managed services, as our partner.\*

Content Manager Select SaaS is available in three variants, representing different levels of service provision—Gold, Platinum and Titanium—denoting levels of provision in terms of supported users and service level commitments on response and uptime.

For customers looking for an innovative managed service ECM solution, talk to us about **Content Manager Select Software as a Service**.

**Benefits Summary**

The benefits of Content Manager Select fall into the following broad areas:

**Additional Value through Broader User Access**

Offered as part of the new core license, at no additional cost, Inquiry or read-only users are unlimited and can log in and perform content searches.

**Simplified User Types Offers Greater Flexibility**

Three user types (rather than five under the perpetual license model) provide far greater latitude in setting permissions for most of your users.

Subscription user types are:

- Administrator
- Power User
- Inquiry User (read only)

**Additional Value through Greater Functionality**

Every paid user license has access to a range of powerful modules that are crucial for effective data privacy initiatives:

- Auto-Classification
- Advanced Disposal Processing
- Rendering (including VERS)
- External Warehouse Integration
- Optical Character Recognition (OCR)
- Space Management
- Multi-Jurisdiction Retention
- Storage Optimization

**Review and Realign Usage Plans**

Moving to Content Manager Select offers the opportunity to review and consolidate historic perpetual licenses for better alignment with who uses Content Manager and how they use it.

**Enhanced Operational Flexibility by Adopting the Right Model for You**

Content Manager’s range of licensing and management options make picking the right model for you much easier. You can choose the subscription or perpetual license model, between CAPEX and OPEX expenditure, and deployment via on premises or hosted (through the Content Manager Select Software as a Service offering).

**Integrate and Innovate**

Content Manager Select offers the flexibility and usability needed to manage records from SharePoint, OneDrive and Office 365. The native SharePoint Integration Application seamlessly maps sites and libraries to configured

*\* Content Manager Select Software as a Service is provided by Micro Focus (now part of OpenText) in partnership with Citadel. Other Micro Focus (now part of OpenText) partners may offer similar services.*

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containers and classifications. Records Management just happens, as you collaborate and work from your system of choice.

Learn more at

[\*\*www.microfocus.com/contentmanager\*\*](http://www.microfocus.com/contentmanager)

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

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