OpenText Extended ECM for Oracle® E-Business Suite

# Enterprise Content Management embedded in the Oracle® E-Business Suite process context

## OPENTEXT™
## Extended ECM

## ORACLE®
## E-BUSINESS SUITE

OpenText Extended ECM for Oracle® E-Business Suite is an enterprise content management solution that tightly integrates with Oracle E-Business Suite software, so you can bring structured processes together with unstructured content generated outside of Oracle E-Business Suite applications. It is an intuitive and collaborative environment that enables users to work in the process context, whether they are in Oracle E-Business Suite or the OpenText Content Suite, resulting in greatly improved productivity for your organization. OpenText Extended ECM helps lower costs, ensure regulatory compliance, and reduce risks associated with inaccurate data access and over retention. Extended ECM leverages OpenText Content Server, which has been certified not only Oracle Database Ready, but Solaris Ready, Linux Ready, Oracle Exadata Ready and Oracle SuperCluster Ready, ensuring protection of your Oracle investment.

**KEY BUSINESS BENEFITS**

- Reduce costs by increasing productivity, consolidating previously scattered repositories into one, in accordance with regulations

- Protect your Oracle investment - OpenText Content Server is Oracle Database Ready, Oracle Solaris Ready, Oracle Linux Ready, Oracle Exadata Ready and Oracle SuperCluster Ready

- Increase efficiency by connecting content and processes supported by Oracle E-Business, improving content visibility and role-based access, while enhancing content relevance by associating transaction metadata to drive increased collaboration

- Reduce risks by controlling document versions, archiving content and properly deleting it, helping ensure regulatory compliance

- Create value by making content more accessible and manageable across former organizational silos, from within familiar user interfaces

## Take Control of ALL Your Data

In recent years, organizations have had to manage unprecedented amounts of unstructured data - email, images, reports, video files, documents, presentations, and social media. This critical information is often scattered all over the enterprise, in application silos, departmental ECM systems, even local hard drives with little or no communication paths in between. This situation results in often-duplicated, out of date or inaccessible information, resulting in high storage and license costs, increased risks due to poor information governance, and overall organizational inefficiencies.

Structured data generated by ERP application processes, such as Oracle E-Business Suite, remains the main driver of an organization's core processes. Oracle E-Business Suite processes such as procurement or project management, when enriched by properly accessible related documents and other unstructured data, lead to greater productivity and accuracy. Organizations that want to lower costs and complexity and aim for improved information governance demand solutions that manage and fully leverage unstructured data across the enterprise. OpenText Extended ECM for Oracle® E-Business Suite bridges the gap between the enormous volume of unstructured data, and your Oracle E-Business Suite structured processes.

## Connect Users, Business Process and Content

Bridging the ECM-ERP integration gap is important, but it also has to be done in a way that is familiar to both the ECM and ERP users and leverages their existing on-screen

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experience, or they may not take advantage of it. Like EBS itself, Extended ECM for Oracle® E-Business Suite uses Oracle's enterprise class database to host its metadata repository – the content indexes and attributes that can be accessed by all Extended ECM users to find needed EBS transaction-related documents, emails and more. This proven readiness and tight integration with Oracle products also extends your Oracle investment, and provides you with the confidence in overall availability, scalability and performance that you expect from the Oracle stack. OpenText Extended ECM is tightly embedded with your existing Oracle E-Business Suite implementation as well, so structured transaction processes and unstructured information not only co-exist, but work to mutually compound business benefits, making content-enriched processes a reality for EBS users.

Extended ECM for Oracle® E-Business Suite provides tools to quickly search and retrieve unstructured content, and to view, manage, and share it dynamically through the Oracle E-Business Suite forms or web interface. Extended ECM for Oracle® E-Business Suite provides shared *business workspaces* that consolidate information from inside and outside the ERP system and keep it always in sync. Similarly, users can work from inside or outside the ERP environment, depending on their role and EBS licensing, to complete transactions.

Within each business workspace – such as those for Purchase Reqs., Purchase Orders, Suppliers and Invoices in EBS Financial Management or Advanced Procurement; Applicants, Employees, and Absences in HCM; and Projects, Tasks, and partner Organizations in PPM – users are assisted by many collaborative features. These include a Content Filter search tool which displays content matching specified ERP attributes, ECM attributes or both; read-only access to key EBS transaction data for non-EBS Extended ECM users, and immediate "Jump back" to the E-Business Suite transaction itself for authorized EBS users working with associated ECM content – and much more.



Figure 1. OpenText Extended ECM integration with Oracle E-Business Suite

Content-centric Workflow is included as well, and these workflows can be defined for both linear (e.g., scanned Invoice processing), or more ad-hoc 'exception-based' processes and viewed through a simple dashboard in the workspace. Users working in familiar business productivity applications, such as Microsoft Office, SharePoint, or

Office 365 can also access the workspace without leaving *their* application, and they experience very similar structure, operation, and application look and feel as Oracle E-Business Suite users do. The overall goal, and effect – is to make ECM transparent; always there, with the relevant E-Business Suite transaction-related information in OpenText Content Server easily accessible – in the way you work today.

## Manage Your Entire Content Lifecycle

Extended ECM for Oracle® E-Business Suite includes many features that help you manage the complete lifecycle of unstructured and ERP content to meet compliance and organizational governance mandates. Users can easily capture, full-text index, classify, share, and control all forms of content, from native paper-based to myriad forms of information 'born digital', while preserving such things as proper version control. They can manage confidential and sensitive documents as well, thanks to built-in multi-level ECM security. Also, the implementation of a secure long-term document archive can reduce risk and managed data volume, lowering backup and infrastructure costs. Critical compliance-related content can be managed by OpenText's DOD 5015-certified Records Management software – also included with Extended ECM for Oracle EBS -- to help reduce eDiscovery costs and minimize the risk and cost of litigation.

## Your Business Benefits from Extended ECM for Oracle EBS

Extended ECM for Oracle® E-Business Suite helps you gain control of, leverage and derive more value from unstructured content throughout your enterprise. It also helps improve efficiency, lower costs, and satisfy complex legal and regulatory requirements. Based on the proven OpenText Content Server repository, Extended ECM for Oracle® E-Business Suite is Oracle Database Ready, Oracle Solaris Ready, Oracle Linux Ready, Oracle Exadata Ready and Oracle SuperCluster Ready - ensuring that this well-integrated product is not only supported and ready to run on your Oracle platform of choice, but that the entire deployment can deliver the performance, scalability, and reliability that Oracle users have come to expect.