

# EMC Documentum CenterStage

## The standard for compliant collaboration and modern enterprise content management

In order to thrive, organizations need a unified enterprise collaboration and content management environment that fosters more efficient interaction between individuals and teams and their knowledge assets, whether for internal projects or across an extended enterprise. Organizations recognize this need and are embracing a modern approach towards enterprise content management (ECM) by providing their business users with Web 2.0 collaboration capabilities such as wikis, blogs, discussion forums, tagging and RSS feeds in conjunction with traditional ECM functions.

Collaboration across the extended enterprise offers several benefits to a company: faster time to market with goods and services; reduced product development costs; rapid access to a broader pool of knowledge or expertise; and closer interaction with customers resulting in higher satisfaction. But with these benefits comes greater exposure to possible litigation risk and financial penalties as a result of working with external parties. Organizations must ensure that all information created through these interactions is managed in a secure environment with a strong emphasis on ownership to ensure security, control, and compliance.

Additionally, organizations that turn a blind eye towards these modern collaboration and ECM requirements and let business users experiment with applications on their own create organizational risk resulting from silos of unmanaged knowledge assets created within unmanaged applications.

To mitigate these new elements of risks, organizations need to provide a dynamic and full-featured compliant collaborative content management web experience to their employees. They need EMC® Documentum® CenterStage®.

### A modern solution for today's knowledge workers

CenterStage delivers the benefits of enterprise content management, advanced search, and modern collaboration tools to all users across your extended enterprise. CenterStage provides an environment where knowledge workers can:

- Manage and visually organize project, team, and corporate work information
- Launch projects with space and content templates quickly and easily without IT involvement
- Work with others on content and documents in public or private team workspaces
- Find information, wherever it resides, to help complete work activities
- Gain access to this information from anywhere

### A new level of community interaction

CenterStage facilitates the sharing of ideas among knowledge workers, customers, and partners. Public spaces or team workspaces provide communities where contributors can share and exchange ideas and activities, breaking down formal and informal information barriers. CenterStage also fosters cross-project visibility and awareness for easy program management of simultaneous projects. Eliminating these silos of information puts organizations' intellectual capital to work more efficiently and delivers significant cost benefits.

#### The Big Picture

- Enables individuals, teams, and organizations to collaborate securely and efficiently with internal and external stakeholders, such as partners, suppliers, customers, and contractors
- Empowers knowledge workers to create, discover, manage, reuse, and share information across projects and communities in support of information-centric workplaces
- Ensures that all information—whether in traditional files or in Web 2.0 wikis, blogs, and discussion forums—is policy-managed consistently to facilitate compliance with business, legal, and regulatory requirements

## What is unique about CenterStage?

### Complete:

- Provides the latest Web 2.0 collaboration, sharing, and modern ECM tools available on a single architecture that is built to manage all your intellectual property.

### Intelligent:

- Performs automatic extraction of key information to help you find what you need fast.
- Easy-to-use filtering puts information at your fingertips in just a few clicks.

### Flexible:

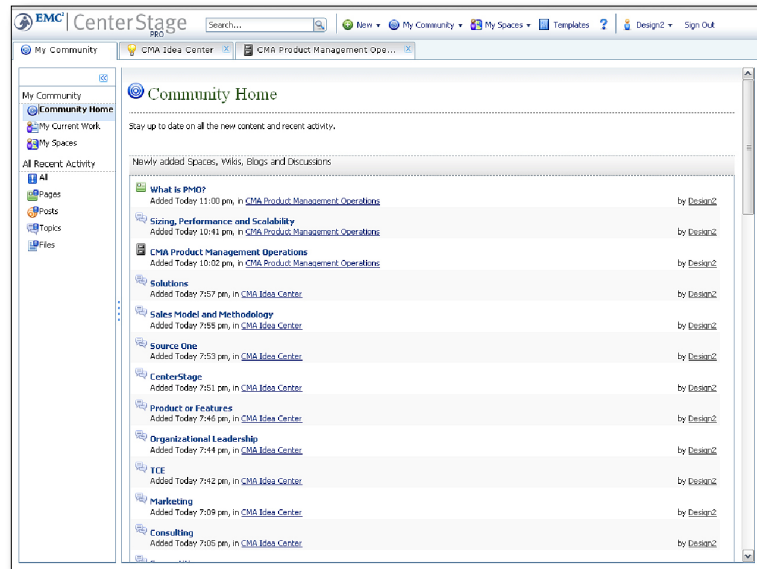
- Supports secure extended enterprise collaboration with partners, vendors, and customers.

### Manageable:

- Gives you control of all information via system or community-wide policies with additional capabilities available as business requirements evolve.

Today, businesses need to be agile and responsive to changing market conditions. CenterStage enables users to launch internally and externally-facing community workspaces quickly and easily without IT involvement. Users can establish roles and permissions for their team members, set workspace and content policies, and then take advantage of numerous templates to ensure best practices.

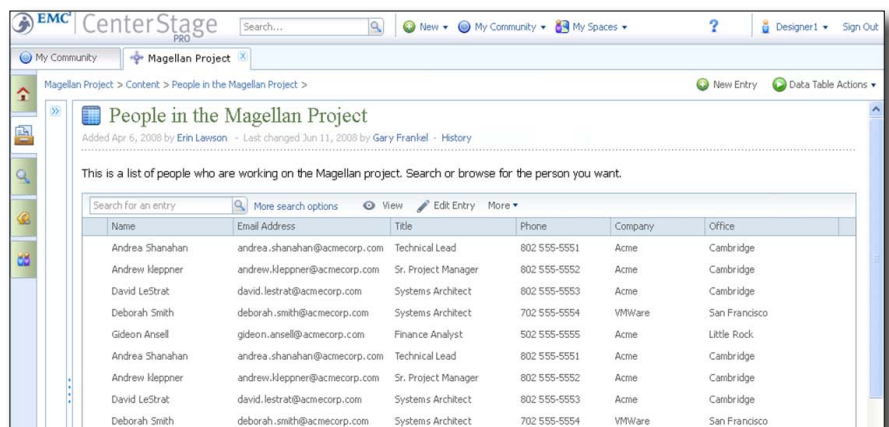
CenterStage also provides a wide range of modern collaboration tools for secure sharing of ideas. Wikis, blogs, inline authoring, discussion threads, tagging, ratings, and more provide the opportunity to collaborate in new and interesting ways and allow “collaboration with context”—the ability to see inter-related items and information in one view. In this way, community members establish productive relationships and make better decisions faster.



*The CenterStage community model brings people and content together with similar interests or objectives. In an instant, a community member can become aware of the many contributors and their activities across many different workspaces.*

## Standalone data tables

CenterStage also provides standalone data tables to facilitate the management of content collections. A structured arrangement of related content organized into fields and columns, data tables offer an ideal way for teams to manage information such as contact information, list of planned projects, action items, etc. Much like a person's listing in a traditional telephone book (name, street address, and phone number), data tables organize information into a series of related entries, making them a useful way to manage information as simple as a to-do list, or more complex information, such as an inventory-tracking data. With standalone data tables, information becomes easy to manage, track, and update, helping people and teams be more productive.



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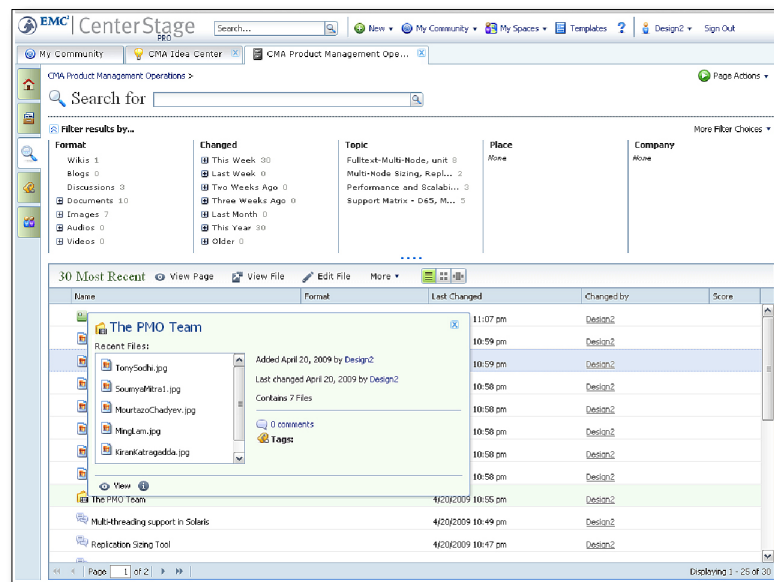
*Standalone data tables in CenterStage 1.1*

## Search and discovery

The growing number of information flows being generated and managed by companies is exacerbated by the tendency to work with external parties. This growth is impacting employees' ability to find and use information quickly and easily to perform their daily work activities—often limiting the ability to re-use documents where appropriate.

CenterStage unlocks the full value of information, regardless of file size, location, or format through its advanced search feature. With one simple query, a user can search an unlimited number of information repositories—Microsoft® SharePoint®, Google, file shares, e-mail archives, ERP systems, and ECM systems. The results are then filtered, merged, and organized into logical groupings so that users can quickly navigate to the most relevant search result.

The CenterStage search and discovery features are further enhanced by different viewing capabilities—providing the ability to quickly determine the content of any file or folder without opening it. In addition to the regular thumbnail view, a user can hover their mouse over any file to immediately display its metadata, or employ the slides view to grasp the actual content of any file. Less time is wasted performing numerous searches, and information assets across an enterprise are made readily visible and available for productive re-use.



*CenterStage advanced search and discovery enables rapid access to the most relevant content by extracting entities such as company name, place, and topic, and then dynamically filtering the results.*

## Governance, risk, and compliance

The award-winning EMC Documentum Content Server is the back end to the CenterStage solution and addresses the need of all companies to ensure that all information, regardless of format, is compliant with regulations, legal stipulations, and best practices. The Content Server provides a rich set of content management services and a comprehensive infrastructure for all content applications so implementation and administration is simplified. It also provides the scalability, robust functionality, and service orientation for global enterprise deployments.

With Content Server, companies can store, manage, and deploy all types of content including HTML and XML, graphics, multimedia, other types of rich media, and traditional documents created with desktop applications. IT no longer has to worry about the tools their employees are using, nor the content that they are manipulating inside or outside the firewall. All content can be safely managed and archived through the CenterStage environment. Companies gain full auditability at all stages of content creation, approval, and use, while enforcing information retention and disposal. This in turn ensures optimum network performance by eliminating isolated pockets of data and content stranded across the enterprise.

## Additional benefits of a unified content management platform

Additional benefits afforded by Documentum Content Server include a service-oriented architecture and use of web services, enabling easy integration with a host of other EMC services. As business requirements evolve, an EMC solution can include:

- **Branch office caching services:** Provide quick access to content of any type, regardless of bandwidth constraints or network latency.
- **Content storage services:** Allocate content across storage tiers based on its changing value and access requirements.
- **Media transformation services:** Transform and manage content such as images, video, and other rich media.
- **Information rights management:** Secure information no matter where it travels to maintain control over that information.
- **Transactional content management:** Accelerate business processes such as invoice processing or case management.
- **Web content management:** Manage the content, underlying structure, and publishing process for websites and portals.

## CenterStage features

The table below lists some of the key features within CenterStage.

Team and community workspace	Wikis, blogs, discussion forums, tagging, RSS feeds
Organization of structured content	Standalone data tables to manage content collections
Workspace and page templates	Lifecycles
Component-based UI and composition model	Advanced search and discovery
Policy-based configuration	Federated search
Access control	Guided navigation
Lifecycles	Content analytics

## The standard for extended enterprise collaboration

With CenterStage, EMC provides companies the solution they need to remain competitive in this current difficult business environment: an entirely new and full-featured, modern ECM client integrated with the market-leading ECM platform, EMC Documentum. CenterStage empowers knowledge workers to achieve efficient interaction with their internal and external teams, and find and share information quickly, resulting in more productive collaboration overall. The solution adds further value by addressing requirements for governance and compliance, providing users a rich set of additional content management services, and delivering the scalability, robust functionality, and service-orientation required for all enterprise deployments.



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### Take the next step

To learn more about EMC Documentum CenterStage, visit [www.EMC.com](http://www.EMC.com) or call 800.607.9546 (outside the U.S.: +1.925.600.5802).