

EMC Documentum Archive Services for Reports

Manage reports within a unified archive

EMC Documentum® Archive Services for Reports enables you to leverage reports and fixed content as enterprise information assets on a unified platform that delivers both active archiving and content management. Reports become available throughout the organization and across the Web to meet increased accessibility requirements—while mitigating compliance risks and lowering infrastructure costs by leveraging retention policy services and lifecycle managed storage.

The Big Picture

- Accelerates access to archives while reducing the cost of legacy archive maintenance
- Aligns archived content with business processes to trigger rapid response to mission-critical items
- Mitigates risk and promotes compliance while preserving the integrity and accessibility of critical documents
- Extracts the maximum value of report archives through report mining at a fraction of the system overhead used for long-term database storage

Meet the challenges of enterprise report management

Companies relying on legacy COLD solutions may not be meeting the needs of the enterprise or leveraging the full value of the reports they generate. By depositing report archives into poorly accessible silos of information, COLD solutions create operational inefficiencies and unnecessary costs. By contrast, Archive Services for Reports helps you control costs and realize the maximum value of these archives. Archive Services for Reports provides:

- **PDF/A-standard archives:** Transforms native application output and previously archived content into ISO-standard PDF/A digital archives, ensuring archive integrity and long-term accessibility.
 - **Widespread yet secure access:** Makes reports immediately available to authorized users throughout the enterprise through web browsers. Web services extend portal presentment access to authorized extranet users.
 - **Content management services:** Extends the value of report archives beyond static COLD storage by applying workflow, collaboration, lifecycle, and records management services that improve operational effectiveness and achieve compliance.
 - **Enterprise scalability:** Manages billions of documents and terabytes of report data in the most demanding environments.
 - **Improved compliance:** Combines PDF/A with document-level retention and rapid accessibility to ensure the archive remains accessible and that risk is minimized through policy-driven destruction of qualifying documents.
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Archive Services for Reports utilizes an open-standards architecture, which supports Windows, Sun Solaris, HP-UX, and AIX platforms. All major print stream types are accepted, as well as imaging output (TIFF) and transaction data (CSV, XML). It also offers migration tools for extracting proprietary archives from legacy mainframe and COLD silos.

EMC Documentum Archive Services for Reports captures enterprise report data and creates fully indexed PDF/A-compliant digital archives. Indexed reports are stored within a scalable, content managed active archive.

Fixed-content archives can now be leveraged as enterprise content, including:

- Statements and invoices
- Insurance policies
- Call detail records
- Trade confirmations
- Check images
- Patient records
- General ledger statements
- XML transaction data

Leverage a unified EMC Documentum repository

Archive Services for Reports captures day-forward reports from line-of-business systems and migrates existing archives out of legacy silos. All input is converted to fully indexed, PDF/A-compliant digital archives and stored directly into the Documentum repository. Extracted metadata attributes drive workflows, collaboration, notification, security profiles, taxonomies, and retention policies. Archived reports assume all of the characteristics and benefits of managed content, including enterprise accessibility, records management, and participation in content process applications.

Put your enterprise reports to work

EMC Documentum Archive Services for Reports offers a powerful ROI for companies who need to process large volumes of enterprise reports and other forms-based, computer-generated content. Archive Services for Reports allows you to:

- **Reduce the costs of legacy archives.** Archive Services for Reports can replace legacy silos dispersed throughout the enterprise or costly mainframe applications with a unified content infrastructure, increasing accessibility and content value while lowering total cost of ownership (TCO).
- **Accelerate access to archives.** Retire expensive outsourcing investments and extend the online availability of reports through effective PDF/A-compliant archiving, presentment, report distribution, and web portal applications.
- **Keep things running with “lights-out” operation.** Archive Services for Reports monitors system-wide production of print streams. Projects can be executed automatically according to a predefined schedule.
- **Align archives with business processes.** As documents of record, enterprise reports can be leveraged using EMC Documentum business process management capabilities to trigger rapid response to mission-critical action items.
- **Mitigate risk and promote compliance.** Apply security profiles, lifecycles, audit trails, and retention policy management to print streams or individual documents. Certified as an EMC Centera™ Proven Solution, Archive Services for Reports facilitates an end-to-end lifecycle management solution that preserves the integrity and accessibility of critical documents.
- **Extract maximum value through report mining.** Archive Services for Reports can transform the entire report archive into a near-line data warehouse, selectively filtering years of data and exposing it to business intelligence platforms. This offers a finely grained view of data and facilitates statistical analysis applications at a fraction of the system overhead used for long-term database storage.

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Take the next step

Get the most value out of your enterprise report archives and fixed content assets with EMC Documentum Archive Services for Reports. To learn more, contact your local EMC sales representative or authorized value-added reseller, call us at **800.607.9546**, or visit our website at www.EMC.com