

ECM made simple



 **TeamSavi**

A Proven Approach to Deploying Successful
ECM solutions



CM Mitchell Consulting

An Information Management &
Business Process Solutions Provider

ECM Made Simple

Oracle E-Business Suite Integrated With Enterprise Content Management

DocSavi

- + Auto-create invoices with PO matching
- + Access documents via link to content management application
- + Auto-upload images directly via paperclip native functionality
- + Content Management metadata synchronized with Oracle



Distributed Document Capture



- + Reduce data entry keystrokes via Optical Character Recognition
- + Auto Invoice Creation in Oracle EBS
- + Create invoice fingerprints on the fly

CMMC Rapid Application Development for Datacap

- + Configure and manage multiple document types within a single Datacap application

Information Management Services

Strategic Planning and Design

Implementing an Enterprise Content Management system requires a well thought-out strategy and considerable forethought and planning to ensure a strong future direction.

- Center of Excellence - Best Practices
- Program Management
- Governance Programs
- Project Methodology
- Communication Plan

Content Management

Prior to selecting a content management application or determining how it will be deployed, your content and unique requirements of your company must be considered.

- Content Analysis
- Content Taxonomy Development
- Content Security
- Metadata Modeling
- Change Management
- Integration with Office applications/Sharepoint

Business Process Management

Many companies are implementing Enterprise Content Management not just to control and access their content, but to automate their business processes to increase their efficiency.

- Process Modeling
- Process Design & Re-Engineering
- BPM Development
- BPM Monitoring

Data and Document Capture

Defining where content is and how it can be captured is an integral part of content management deployments. Content in electronic formats and paper documents must be considered to determine if they will be captured on a centralized or a distributed basis.

- Distributed Capture Design
- Data Capture Optimization and Forms Design
- Optical Character Recognition (OCR)
- Database lookup into Line-of-Business Applications
- Validation Rules

Records Management

Even if a records management solution is not going to be deployed at the same time as the initial content management application, great consideration should be given to the development of the taxonomy to fit the long term record retention policies.

- Records Retention Schedules
- Records Policies & Procedures
- Compliance and Governance Programs
- Email Management Solutions
- E-Discovery Solutions

Migration and Integration

Many times documents are stored on a network or in multiple content management applications. Migration of these documents and the integration with the line of business applications is critical to the on-going success of your content management solution.

- Map Content Locations
- Migration Planning
- Migration Design & Development
- Integration Design & Development



Solutions to enhance your content management investment



About CM Mitchell Consulting

Founded in 1992, CMMC specializes in helping companies design, develop, and deploy enterprise-level strategies related to Enterprise Content Management, Business Process Management and Oracle EBS solutions.

CMMC consultants average 15 years experience and carry a multitude of product and industry certifications across the entire spectrum of information management. They bring real-world experience from across a wide array of industries, such as Financial Services, State & Local Government, Energy and Insurance.

An example of the type of innovative solutions that CMMC offers is DocSavi. While working with Oracle EBS clients, CMMC recognized that ECM content is most useful when integrated within their business processes. Our team of Capture, ECM, and Oracle specialists collectively designed DocSavi, which seamlessly integrates an ECM system with Oracle EBS by making the content users need available right from within Oracle applications.

To learn more, please visit our website at www.cm-mitchell.com.



CM Mitchell Consulting
1510 West Canal Court #2500
Littleton CO 80120

phone: 303.526.2796
fax: 303.484.6324
email: info@cm-mitchell.com

www.cm-mitchell.com

