

Value Propositions

- *Establishes standards for SharePoint deployments*
- *Incorporates information management policies into the SharePoint deployment*
- *Ensures quick adoption while enforcing standards and governance*
- *Defines not only what to govern, but how to govern*
- *Improves document and information integrity and compliance*

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Gimmal SharePoint Enterprise Framework

Microsoft SharePoint provides organizations comprehensive content management and enterprise search, accelerates shared business processes, and facilitates information-sharing across the enterprise. With ease of use, adoption is widespread and often unmanaged and ungoverned, posing legal, efficiency and infrastructure issues. The Gimmal SharePoint Enterprise Framework (Framework) helps organizations establish standards for deployment and includes best practices, programs, code libraries and scripts to speed implementation. The Framework results in an efficient enterprise solution for content and records management in Microsoft Office SharePoint Server 2007 and SharePoint 2010.

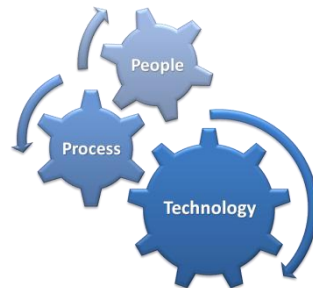
The Challenge

Organizations find challenges in placing better controls on the expansion of SharePoint sites as part of a broader mission to better organize and reduce the rapid growth of unmanaged information. The ease of installing SharePoint often overshadows the expertise needed to effectively configure and govern SharePoint within the business.

Document storage locations, document libraries and lists, are created by default and are easy to populate. However, any established metadata standards are not automatically applied, and the bad habits typically associated with existing file shares are often transferred into the document libraries. Document search and manageability, which SharePoint is designed to improve, becomes more challenging and complex as a result.

The Solution

Gimmal's SharePoint Enterprise Framework provides the "how" in a strategy to facilitate the organic adoption and provides the flexibility of SharePoint with the standards and governance that an organization requires to ensure adherence to corporate Information Management policies.

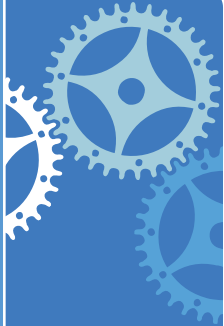


The Framework addresses the People, Processes, and Technology challenges of deploying SharePoint and tackles key components of an enterprise information management strategy.

People

Creating an enterprise standard model for all of the potential roles typically identified to participate in the SharePoint rollout is often a daunting task. The Framework includes a set of roles and responsibilities clearly identified and described. These are not only modeled, but manifested through the technical implementation of the Framework.

Another key aspect is the training and awareness of the new environment. Awareness of the enterprise vision for the SharePoint implementation, user training and continued



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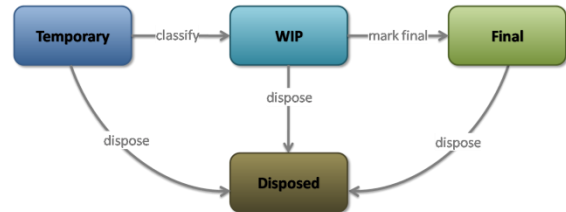
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education on the use of SharePoint within an overall information management environment are key components of the Framework.

Processes

Processes, while defined in a good governance plan, must also be present during the SharePoint implementation to ensure effective adherence to the established information management policies. Gimmel's Framework enforces the integration of processes into the technical implementation to facilitate user adoption and improve user compliance with established policies.



A key process defined within the Framework is the Information Lifecycle. The information lifecycle defines how information is managed as it is created,

maintained and removed from the organization. The Information Lifecycle consists of rules that govern information retention and disposition, security, classification, metadata and version control. Through the definition and implementation of an information lifecycle, the SharePoint implementation, as well as the overall content and records management strategy will become the cohesive nucleus of an effective information management program.

The SharePoint Enterprise Framework also leverages Gimmel's expertise in the implementation of industry leading Enterprise Content Management (ECM) and Records Management (RM) solutions through process and technology integration with existing and planned ECM/RM repositories from leading vendors.

The ease of site creation is another aspect that is often a contributing factor to many of the issues experienced in an enterprise SharePoint deployment. Gimmel's Framework includes standardized site templates, auto-provisioning and addresses administrative functions.

Technology

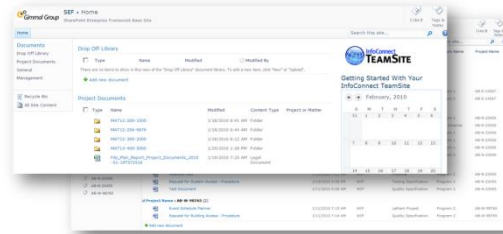
The basis of the Framework is a number of technology components that are founded on Microsoft best practices, and enhanced with Gimmel's practical experience.

These technology components include:

- Site strategy and topology including the use and manifestation of the site directory
- Personalized site navigation to facilitate access to member sites
- Centralized management and deployment of taxonomy, content types and metadata
- Site templates for departments, projects and communities of practice
- Global technology templates - Shared services, WAN and end user performance levels, enterprise search considerations
- Solutions deployment packaging to consistently deploy web parts, site features and updated site definitions



- Information management policies for each state of the information lifecycle.



The technology components of the Gimmel SharePoint Enterprise Framework are each aligned with the People and Processes to ensure that the technology implementation of SharePoint enforces enterprise information management policies while facilitating the flexibility of the SharePoint platform.

For More Information

For more information regarding this solution, contact Gimmel Sales at 713-586-6500 or sales@gimmel.com.

About Gimmel Group

Gimmel Group is a nationally recognized consulting, professional services and solutions firm that helps the world's leading organizations improve business performance and compliance through the effective planning, implementation and integration of: Enterprise Content Management & Records Management (ECM/RM), Geographic Information Systems (GIS), and Web Design & User Experience.

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