



Gimmel Workplace Governance

Why Gimmel Workplace Governance?

Many organizations use SharePoint and Office 365. It is easy to make SharePoint sites, and organizations of all sizes are storing a tremendous amount of content in them. The huge number of sites and content often leads to orphaned and outdated information that is constantly growing due to inconsistent management.

Gimmel Workplace Governance helps you eliminate silos of information and create a digital workplace that users find more productive while improving the value of your SharePoint and Office 365 investment. Central control of consistent sites, lists, templates and libraries with self-service provisioning for end-users reduces the burden on IT and the time delays for users. Advanced productivity features available across all your sites simplifies the user experience. Automated tagging of content and a powerful advanced search improves productivity and adoption for your users. Decommissioning of old sites is easy for IT and end-users and minimizes the burden of migrating to new versions of SharePoint. Gimmel Workplace Governance works on-premises, in the cloud, and in a hybrid set up. Your organization will be cloud ready when you want to take content to the cloud.

Gimmel Workplace Governance extends SharePoint and Office 365 to help you create a digital workplace with better usability and control of all your sites, including the management of content, throughout the entire information lifecycle. An easier and more powerful set of capabilities enable you to improve your user experience, gain efficiency, and realize the full value of your organization's information.

Key Features



SharePoint site provisioning and decommissioning: enforce consistency and centrally manage disposition and retention for all your sites on premises or in the cloud.



Intelligent content loading: Make governance a one-step process for users with automatic, rules-based content tagging with metadata from drop zones or lifecycle's workflow.

Main Benefits

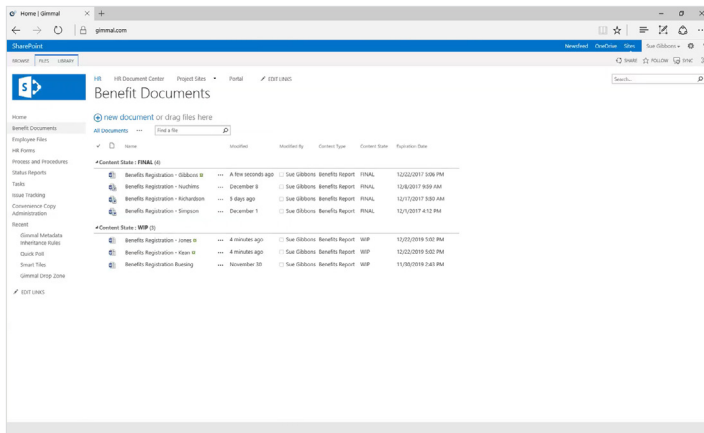
- **Enables productivity and efficiency: proactive governance with site provisioning and decommissioning on SharePoint and Office 365:** reduces the time for setting up a new site from hours to minutes. Proactive governance reduces the burden on IT to constantly monitor and clean up SharePoint sites and content.
- **Reduces risks: automated compliance and policy enforcement with information lifecycle management, automatic governance, and in place records management:** confidently manage, execute, and enforce information policy across all your organization's content, from creation to final disposition. Instead of checking countless boxes and navigating drop downs, users can simply drag and drop content, knowing it will show up where it should be stored with the proper tags.
- **Improves user experience and adoption:** Make compliance the "path of least resistance" through automation. Consistency enables findability, making content more accessible and therefore useful.

Features

Site provisioning: Enforce consistency across the enterprise by enacting limits to configurations without locking down self-service completely.

Centralized control and management: Establish rules and standards for libraries, document creation, content retention, search configuration, and apply them globally.

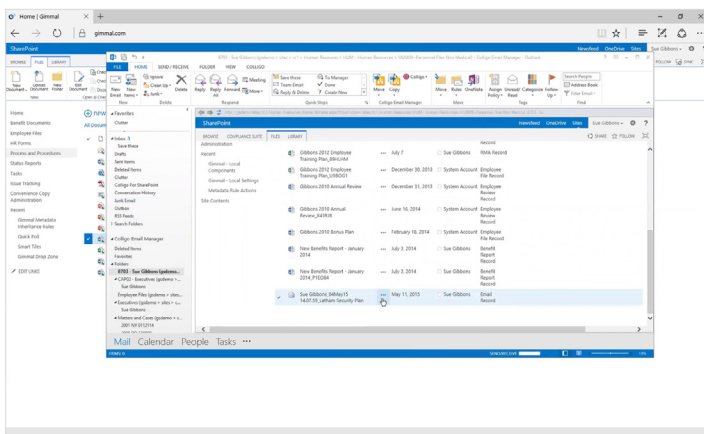
Automated governance: Apply changes globally across SharePoint sites as policies and standards evolve to accommodate changing business requirements.



SharePoint content is automatically tagged and organized at upload, and managed to adhere to your organization's information policy rules.

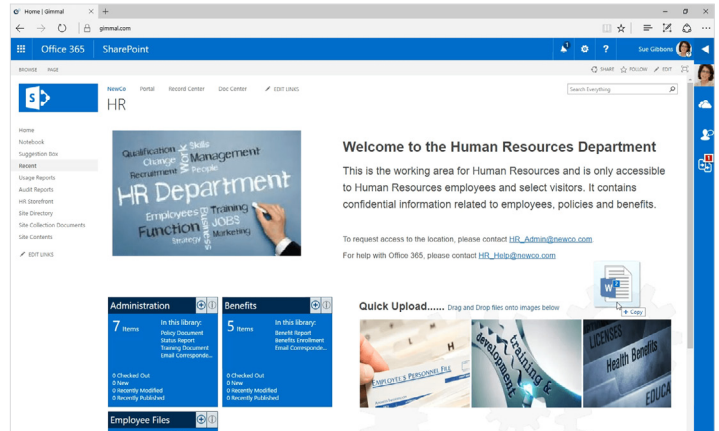
Metadata inheritance & application: Preconfigure metadata values and associated system actions to enable process automation and facilitate consistent and effective content management.

Site decommissioning: Remove SharePoint sites and collections in a consistent, policy-adherent manner with additional options for disposition and notification.



Declare and manage email records from within Outlook.

Drag-and-drop content loading: Simplify content loading into a one-step, drag-and-drop process—users upload content, and it is organized and tagged in the background automatically.



Drag and drop content loading simplifies the user experience and minimizes the opportunity that documents will be stored or tagged incorrectly.

Enhanced search: Set standards for search parameter and result behavior, configurable to user roles and other variables.

Enhanced document templates: Enforce brand standards and improve productivity by providing users with common document templates.

Convenience Copies: Create copies or links to a principal document for reference, convenience, and research (or to be used as a template for future work), without risking accidentally modifying or disposing of an important document.

Label Data Generator: Create label data for physical and digital information, enforcing and automatically enacting file naming conventions.

System Requirements

Workplace Governance is compatible with the following configurations:

SharePoint 2013 with app model configured and either IIS or Azure App Service

SharePoint 2016 with app model configured and either IIS or Azure App Service

SharePoint Online and Azure App Service

Supplementary Resources

To learn more about Gimmel Workplace Governance, check out the following case studies and ebook:

[Global NGO Improves HR with SAP and SharePoint](#)

[Spun-off Company Achieves Quick Success with Gimmel and SharePoint](#)

[Build the Best Possible Digital Workplace Architecture with SharePoint and Office 365](#)

About Gimmel

Information lives at the center of enterprise productivity and security. It is one of your most valuable assets, and yet it's hard to find the right information at the right time when it is stored in so many places.

Gimmel provides the solutions you need to find information, govern content, improve business processes and ensure records are in compliance on SharePoint and Office 365.

Our software unlocks the true power of SharePoint and Office 365 by giving you an easy way to improve user experience and make tagging and managing the lifecycle of content transparent. This helps eliminate the problems that come from information silos and retaining useless or expired information.

Our solutions provide value to enterprise intranet and portals with enhanced productivity, electronic and physical records management, SAP business process optimization, contract lifecycle management and more at the lowest cost. Learn more at www.gimmel.com.