



Contentworker

by Formpipe



"Contentworker provides the Legal industry with full featured Document Management in Microsoft SharePoint."

Contentworker Document Management

Matter Centric Workspaces

Powerful Email Management

SharePoint Collaborative Features

Formpipe.

Contentworker adds a robust set of matter centric document management features to Microsoft SharePoint based environments which increases SharePoint usability, adoption and ensures compliance.

Contentworker completes the user functionality needs for document and email centric SharePoint based environments such as legal, corporate and government.

Contentworker makes it easy to save, search, find, use and share information regardless of origin in a matter centric environment.

Users benefit from our simple navigation structure and shortcuts such as recently edited list, favorites and saved searches to easily access important information.

Matter Workspaces

Contentworker workspaces (matter sites) are automatically created from centrally defined templates to ensure that documents are consistently managed throughout the firm in accordance with document management policies and guidelines.

All documents that are saved to the system gets automatically assigned metadata from their context. This makes the saving process quick and intuitive for the user while promoting a secure and structured solution where documents can always be easily found.

Manage all Matter Content

Contentworker manages many disparate file types including documents, e-mails and media. For an even more complete matter centric view, Contentworker also connects matter based information like calendars, tasks, contacts, discussion boards, financial data etc.

New documents are created in the system from predefined document templates, saved directly from Microsoft Office or by using drag and drop into matter folders.

Easy to Administer

Contentworker's web based interface is easy to deploy, update and administer. Customization tools allow for the functionality to be tailored to your users' needs.

Support for SharePoint web parts allows for unlimited third party information sources to be easily displayed in the interface. Configuration and administration are handled by a separate business data layer which provides centralized administration, providing a secure, consistent and efficient solution.

About Formpipe Intelligo

Formpipe Intelligo specializes in ECM solutions for legal and is a division of Formpipe Software, the largest European ECM software supplier.

With more than 20 years of experience providing solutions for document, knowledge and email management, over 400 law firms and corporate legal departments world-wide depend on our solutions to find and access their content.

The screenshot displays the Contentworker web interface. At the top, there is a navigation bar with 'NAVIGATE', 'PAGE', 'ADMINISTRATION', and 'MATTER' tabs. Below this, a breadcrumb trail shows 'Wile E. Coyote vs Acme Inc.' and 'Start'. A search bar is visible on the right. The main content area is divided into several sections:

- Left Panel:** A 'Tree View' showing a hierarchical structure of folders and documents, including 'Truitt's Inc. (00009)', 'Wile E. Coyote (00014)', and 'Wile E. Coyote vs Acme Inc. (0001)'. A 'Recycle bin' and 'Selected documents (4)' are also visible.
- Main Content Area:** A table titled 'MATTER DOCUMENTS' with columns: Type, Name, Document Type, Document Date, Modified, and Last Modified By. The table lists various documents such as 'RE - New date for preliminary hearing...', 'Memo about Wile E. Coyote.docx', 'Contract for new project.docx', 'letter for today.docx', 'agreement it.docx', 'pdfDocs.pdf', 'Acme End-User License Agreement.pdf', 'Contentworker DM White Paper.pdf', and 'Contentworker.png'.
- Right Panel:** A 'MATTER SUMMARY' section showing metadata for the selected document, including Owner (Staffan Hugemark), Responsible (Staffan Hugemark), and a table of related items like Calendar, Contacts, Discussions, Documents, Notes, and Tasks.

A matter workspace.

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