



Enable

Building on our **Education** and **Assessment** services our **Enablement** solutions allow you to obtain maximum value from both your information, and the associated tools and platforms.

Designed to bridge the chasm between what users and the business need, and what your compliance and governance requirements demand.

We have done the hard work for you.

Leveraging our consultants considerable experience and skill, we have developed a series of world-class, cost effective solutions which combine a tightly integrated portfolio of best-of-breed products, to deliver solutions that actually work!

IAM365

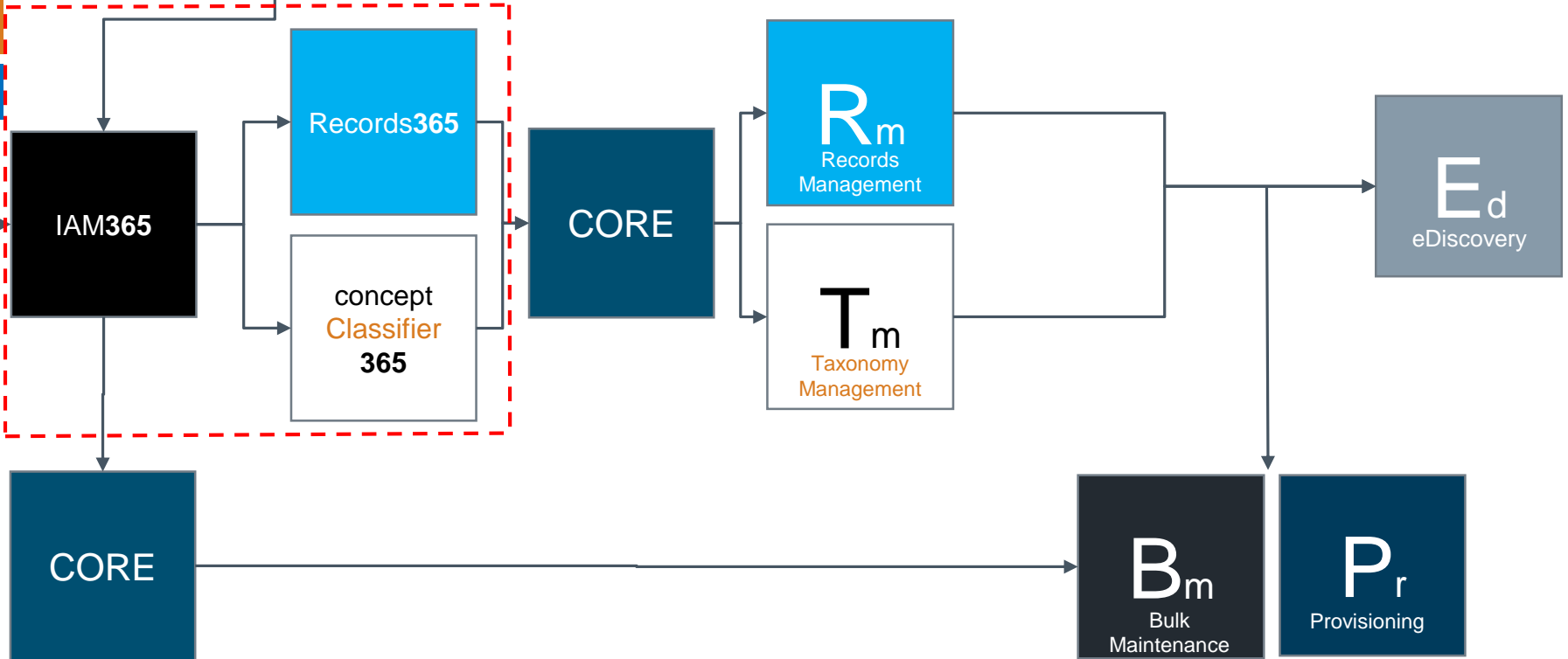
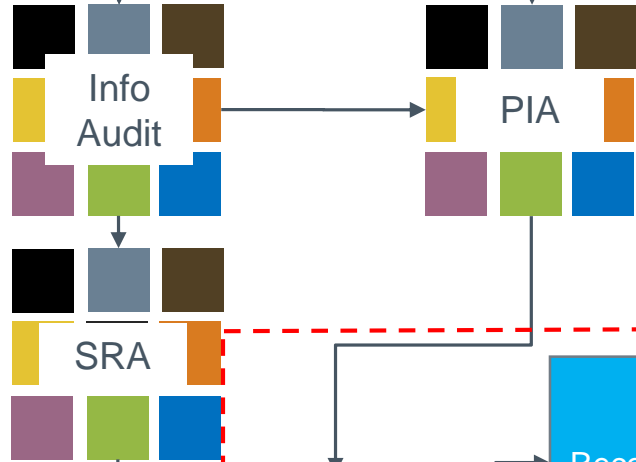
Information Architecture Method for Office 365 based on our extensive experience of building enterprise class information management solutions that actually work.

Records365

Records365 adds full control of your information lifecycle in the cloud, ensuring compliance and transparency with no impact to your end users.

concept
Classifier
365

conceptClassifier365 enhances the “putability” and “findability” of your information by automating the consistent application of metadata



ELEMENTS

Suggested dependencies and relationships



IAM365

Information Architecture Model for Office 365. Information Architecture designed to support both basic* records management and line of business document management

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- ✓ Re-usable catalogue of components with best practice Information Governance “baked in”
- ✓ Basic* business process automation
- ✓ Best practice / appropriate security model
- ✓ Tailored to your specific industry / sectors requirements

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- Improved adoption through consistent user experience and enhanced usability
- Reduced support requirement due to standardised, pattern-based and fully documented components
- Reduced risk associated with in-appropriate security and access controls

Includes:
High level localization / analysis
Comprehensive documentation
Admin training
End-user awareness material

* *Using out of the box capabilities*



Adds full control of your information lifecycle in the cloud, ensuring compliance and transparency with no impact to your end users

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- ✓ Build on **IAM365** information architecture and map to formal records classifications using comprehensive policy engine
- ✓ Consistent application of relevant classification and retention schedules (**no user intervention**)
- ✓ Fully scalable, centralised view and lifecycle management of ALL* content in Office 365** including comprehensive destruction and review processing.
- Out of the box SharePoint functionality is limited and complex to scale
- Improved decision making and operational effectiveness
- Reduced risk of inappropriate retention or destruction of content
- Reduced exposure to data privacy issues and reputational damage
- Reduced costs of electronic and physical storage
- Improved ability to respond to requests for information

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Includes:
Review and refinement of business classification scheme and retention schedules.
Development of related rules (patterns and outcomes).
Comprehensive documentation of configuration and rules.
Admin training
Records Manager training
Where appropriate end-user awareness material

* Including paper / physical records
** With the connector framework content can also be managed in **Network file shares, Facebook, Twitter and Yammer**



concept
Classifier
365

Adds management of unstructured content by supporting the enforcement of enterprise compliance policies in the cloud.

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- ✓ Build on **IAM365** and **Records 365** to automatically add relevant metadata properties to all documents in Office 365*
- ✓ Automatically apply metadata from multiple taxonomies, e.g. records classification, eDiscovery, data privacy, distribution limiting markers etc.
- ✓ Re-apply metadata to ensure content remains in context throughout its lifecycle
- ✓ Significantly enhanced management of the SharePoint Term Store

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- Proactive identification of high risk and valuable content
- Significantly enhanced and consistent records classification
- Enhanced ability to respond to discovery requests. E.g. FOI, SAR, Ministerial, Legal discovery
- Supports enhanced bulk import and re-structure
- identify content that can safely be managed in Office 365
- Improved portability and re-use of content

Includes: Review and analysis of classification requirements, development of compound terms and rules, Installation and configuration of the ConceptClassifier Framework.

** Including OneDrive, SharePoint Online, hybrid SharePoint and Local network drives*

CONTACT US

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CADMUS CONSULTING

— WE GET IT —