DB2® Information Management Software
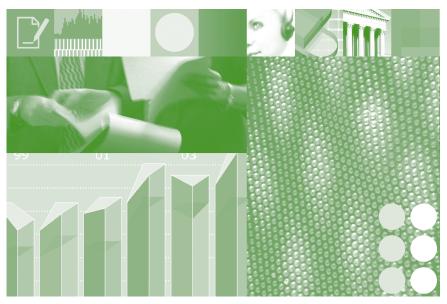
IBM DB2 Records Manager Services

Highlights

■ *Engage IBM in the early stages of your records management planning and gain a clear understanding of installation, conversion, and solution integration to implement records management in your business environment*

■ *The following service offerings are available to assist you with IBM® DB2® Records Manager:*

- *IBM DB2 Records Manager for Content Manager QuickStart*
- *IBM Conversion Design and Planning Services for DB2 Records Manager*
- *IBM Solution Integration Design and Planning Services for DB2 Records Manager*

Businesses today have an additional incentive to improve business performance as they meet tighter compliance requirements with respect to records management. Up-to-date records management policies and systems can help your business with meeting compliance and regulatory obligations, as well as spur productivity, enhance customer service and boost return on technology investment.

IBM DB2 Records Manager can meet these challenges by managing enterprise e-records through their life cycle, from creation to disposition, based on criteria identified by company-defined processes or industry regulations. IBM DB2 Records

Manager can be integrated seamlessly into your current business applications, as well as integrating with IBM DB2 Content Manager, so you can leverage the robust functionality of an enterprise content management system.

The IBM Software Services for Data teams have highly skilled consultants working on government, financial, health care, insurance, energy, and manufacturing e-records engagements. Our consultants have the experience to help you create and manage an enterprise content management infrastructure to manage the full spectrum of your business' digital and physical information for records management. Based on e-records expertise and knowledge of IBM content management products, the following set of service offerings will help you to implement your records management solution.
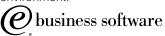
IBM DB2 Records Manager for Content Manager QuickStart
Your IBM consultant will perform the initial installation and configuration of all components necessary to establish

a records management solution using IBM DB2 Records Manager, as the control solution, and IBM DB2 Content Manager for Multiplatform, for the document repository. This includes the Records Manager Enabler for Content Manager, the integration link between DB2 Records Manager and DB2 Content Manager for Multiplatform. Your IBM consultant will work with your administration and support staff to transfer skills and offer guidance focused on getting you up and running quickly. At the conclusion of this service engagement, you will have DB2 Records Manager integrated with DB2 Content Manager for Multiplatform working in your test environment.

IBM Conversion Design and Planning Services for DB2 Records Manager

A three-phase methodology will be employed to convert your records management processes to IBM DB2 Records Manager. Phase I will consist of project planning, requirements gathering, and initial conversion design. Your IBM consultant will assist you in identifying and documenting the effort and costs to convert your legacy data. We will focus on the existing infrastructure, policies, and procedures as well as the organizational and support structures. We will also deliver a Records Manager Conversion Design and Planning document. Phase II will cover conversion utility customization and testing in a test environment. Phase III will focus on assisting in the development of a production implementation plan. At the conclusion of this service engagement, you will have conversion utilities working in a test environment and your staff will have received the skills necessary to perform the conversion in a production environment.

IBM Solution Integration Design and Planning Services for DB2 Records Manager

Your IBM consultant will provide technical assistance to architect a solution to extend IBM DB2 Records Manager to your business applications. Phase I will include project planning, requirements gathering, and initial solution design. This includes identifying and documenting the effort and costs to integrate IBM DB2 Records Manager with your business applications and delivery of a Records Manager Solution Integration Design and Planning document. Phase II will include solution integration development and testing of the integrated solution in a test environment. Phase III will include assistance in developing a production implementation plan. At the conclusion of this service engagement, you will have a DB2 Records Manager and DB2 Content Manager for Multiplatform system integrated with your business application working in a test environment. And finally, your staff will have received the skills necessary to implement the integrated solution in a production environment.

For More Information

Please contact your IBM sales representative or send an e-mail to dmskills@us.ibm.com. Visit our Web site at
ibm.com/software/data/services.

Your IBM sales representative can also be contacted for customized e-records services to assist with installation, implementation, and/or integration.