



## The Sword Group Sword Collaboration Manager

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### Partner Solution

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■ **Target Industries**

*Chemical and Petroleum  
Energy and Utilities  
Industrial Products*

■ **Business Applications**

*Engineering Project Management  
Enterprise Project Collaboration  
Owner Plant Management*

■ **Products**

*IBM FileNet Business Process  
Manager  
IBM FileNet Content Manager*

### Business Challenge

More and more projects are being completed by geographically distributed project teams that require real-time distribution and collaboration of project documentation across multiple time zones. Today, organizations need to collaborate with seamless information flows to prevent errors and to accelerate decision making. Organizations need to support a changing and flexible project workforce by ensuring the consistent application of operating procedures.

Additionally, there is a need to capture best practices and design knowledge so this information is not lost when employees leave the organization.

Organizations are looking to eliminate outdated and manual document review and approval processes that involve interaction with external organizations like vendors or partners. They need to achieve this without comprising corporate IT security policies and yet leverage their existing IBM Enterprise Content Management (ECM) repository. They need a solution that does not require software installation, configuration or training when used by external organizations.

### Solution

Sword Collaboration Manager integrates the IBM ECM suite of products with Microsoft SharePoint 2007 to provide a rich collaborative environment for global project teams. Sword Collaboration Manager is a SharePoint integration that allows content from IBM ECM to be published to a SharePoint Web site so that typical document control processes can be automated. These processes, called Collaborative Review Sessions, allow document reviewing, redlining and approval to take place using very simple SharePoint tools.

As the Sword Collaboration Manager exchanges content between the IBM ECM repository and the SharePoint Web sites, this allows the customer to invite third parties — such as vendors and partners — to contribute to business processes. The Sword Collaboration Manager application is able to run outside the organizations firewall without needing access to the corporate Active Directory.

Sword Collaboration Manager reduces project liability and accelerates project schedules with electronic collaboration and auditing tools that

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manage participation from diverse locations and organizational participants. Additionally, the solution helps ensure compliance with standard operating procedures for each project. Automated audit logging ensures that a full history of compliance to these procedures is maintained in the IBM ECM repository even though application processing takes place through the SharePoint application environment.



### **Value Proposition**

Sword Collaboration Manager ensures complex projects are completed on time and to budget. The solution reduces the risk of project delays by accelerating the processing of project documentation. Dramatic improvements in project efficiency are gained by automating manual document review and approval processes that involve project members, vendors, partners and customers.

Additionally, the solution ensures compliance with project standard operating procedures and external regulations. Project execution times are reduced because project members are involved earlier in design decisions; spend less time searching for project information and more time collaborating with project colleagues. The collaborative Web-based aspect of the solution enables organizations to leverage domain experts on projects from around the world and across the extended enterprise.

A typical complex engineering project manages as many as 100,000 documents and may result in more than 2.5 million transactions. In this scenario, saving just 1 minute per transaction by automating manual processes would save approximately 40,000 hours in labor — for more than \$500,000 in cost savings.

### **Company Description**

The Sword Group has been providing IT solutions for more than 15 years and has a wealth of domain experience in the financial services, insurance, life sciences, energy, utility and engineering sectors.

Sword has offices in US, Canada, France, United Kingdom, Spain, Belgium, Luxembourg, South Africa, Brazil, Greece, India, China and Lebanon. With more than 2,000 employees worldwide and revenues in excess of \$250 million, it consistently out performs its peers in both profitability and growth.

Attention to detail and unrivalled domain expertise, combined with unbeatable financial security has enabled Sword to build and maintain excellent customer and partner relationships.

*For more information, please contact:*

*Tim Fleet  
+1 713 267 2330  
tfleet@sword-group.com*

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3565 Harbor Boulevard  
Costa Mesa, CA 92626-1420  
USA

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