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Applying Social to Document and Knowledge Management



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WW Software Alliances Group



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# Document Management System (DMS) is a system

used to track and store documents. It is usually also capable of keeping track of the different versions modified by different users. The term has some overlap with the concepts of content management systems. It is often viewed as a component of enterprise content management (ECM) systems and related to digital asset management, document imaging, workflow systems and records management

systems.

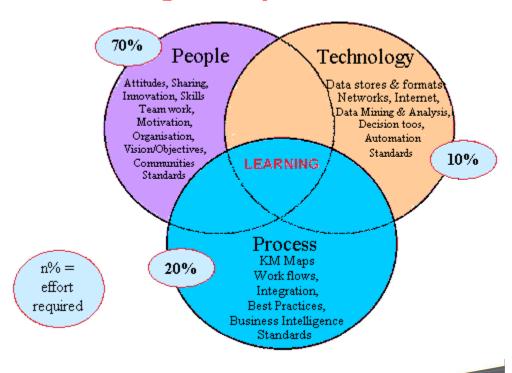




# Knowledge Management (KM) is the process of capturing,

developing, sharing, and effectively using organizational knowledge. It refers to a multidisciplined approach to achieving organizational objectives by making the best use of knowledge

## **Knowledge Components**





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## IBM Leadership in Social Business and Cloud

#1

IBM Named Worldwide Market Share Leader in Social Software for Fourth Consecutive Year

IDC, April 2013

Leader

IBM was cited as a leader in
The Forrester Wave ™ for
Cloud Strategies
of Online Collaboration Software Vendors

Q3 2012

Leader

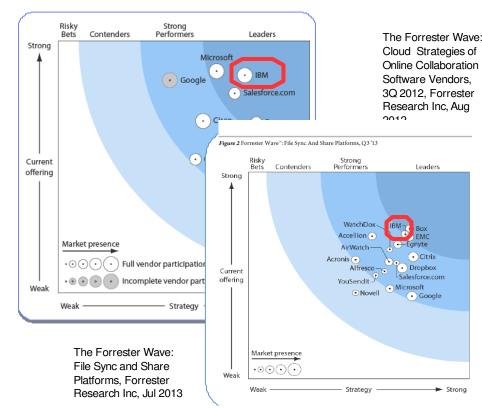
IBM was cited as a leader in The Forrester Wave ™ for File Sync and Share Platforms

July 2013

Leader

IBM was cited as a leader in The Forrester Wave™ for Web Conferencing

Q3 2013



http://www-03.ibm.com/press/us/en/pressrelease/40875.wss

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## **Connections**

#### Overview



#### Home page

See what is happening across your social network and access the social data that is important to you.



#### **Profiles**

Find and discover the expertise you need.



#### Communities

Work together with people who have common interests, roles and expertise. Also includes ideation, media gallery, and bridging capabilities.



#### Blogs

Present your ideas, receive feedback and make the most of the experience and opinions of others.



#### **Bookmarks**

Find, save and share useful webbased content.



#### Mail

Bring information and experts immediately into view by easily sharing conversations that would have otherwise been hidden in email, for faster and more informed decision-making.



#### Activities

View, manage and organize tasks and quickly complete them. Tap into your professional network.



#### Wikis

Create and share content together with your teams and professional network.



#### Files

Share documents, presentations and other files with your colleagues. Now you can eliminate system duplicates and reduce the amount of mail in your inbox.



#### **Forums**

Exchange ideas with others and benefit from their expertise.



#### Social Analytics

Discover who and what you need to know through recommendations.



#### **Polls and Surveys**

Quickly and easily gather feedback from clients, partners and customers.

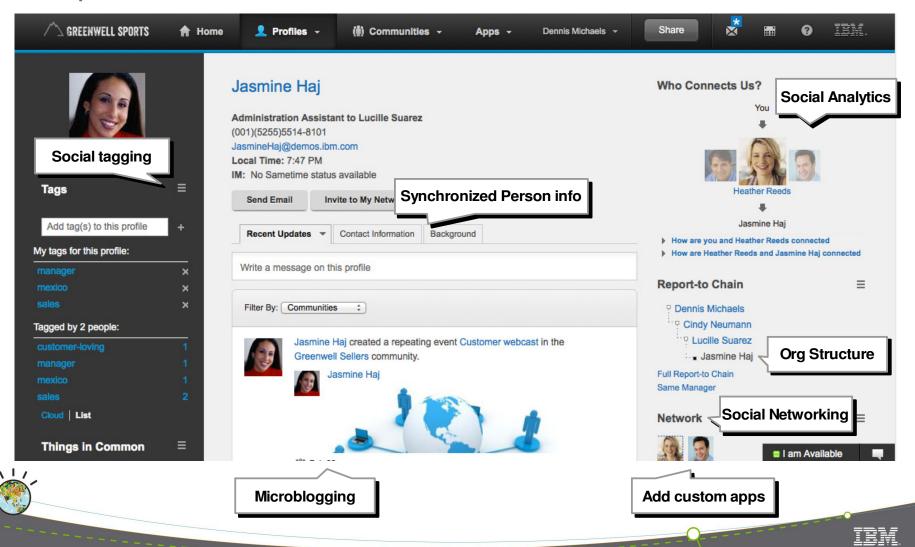


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# **Profiles**

Respond faster to customers and make better decisions

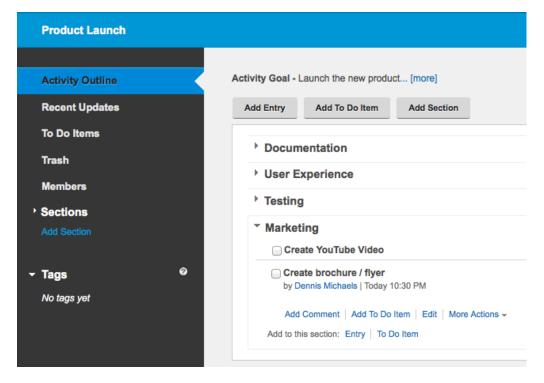


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# **Activities**

#### Complete projects on time and meet goals

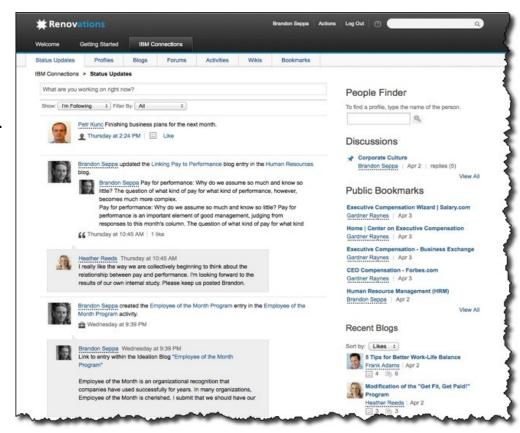
- Gather the e-mails, IM chats, documents, messages, and other information that you and your team need to accomplish a project
- Assign To Dos to project members
- Customize and organize an activity with sections
- Create an activity for use by the members of a community
- Create Activity Templates to capture and reuse best practices
- Leverage activities in small groups or large communities





# **Embed the Activity Stream in Other Contexts**

- Leverage the activity stream in any OpenSocial container
- Expose as is or pin to a filter (i.e. a community)
- Uses embedded applications to enable full interaction
- Out of the box integration with IBM WebSphere Portal & Notes
   9.0 Social Edition



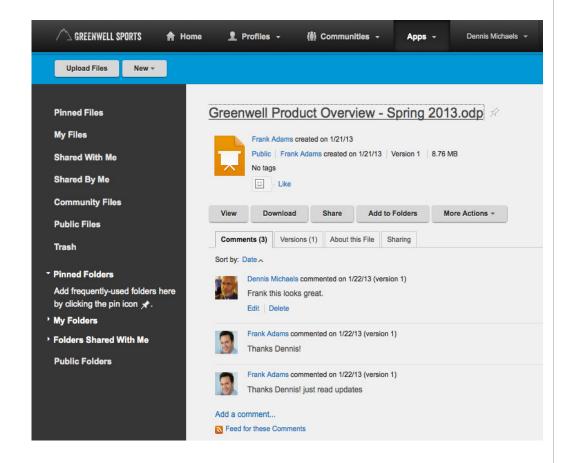




# **Files**

#### Spend less time searching for information

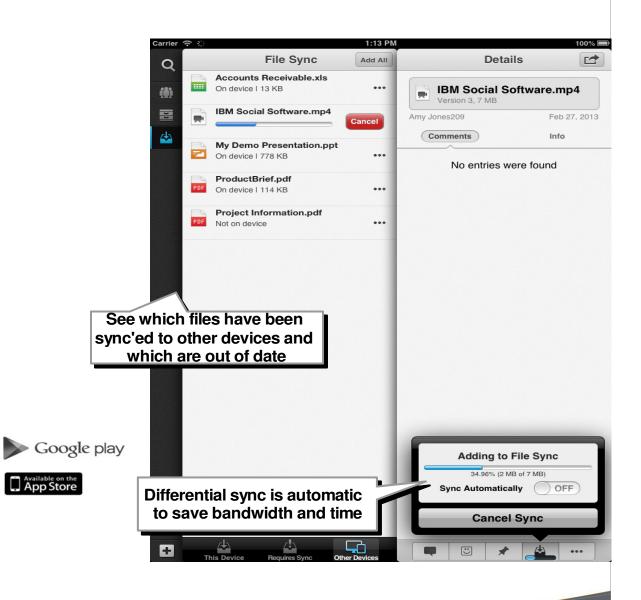
- Share documents, spreadsheets, presentations, and others without sending large attachments through e-mail
  - Tag files so that they're easy to find;
     add recommendations and comments
  - Share files with selected individuals, groups and communities, or make them public
  - View sharing properties, such as who has shared a file and with whom, people who have downloaded files
  - Manage versions and allow others to upload new versions
  - Search for text in the title or body of the file
  - Organize files in public or private folders
  - Optionally moderate file submission



# **Mobile File Sync**

Anytime anywhere collaboration

- Automated file sync eliminates the stress of having to download the latest version
- Can sync via LTE/4G/3G or WiFi Only to save bandwidth
- View if files on other devices are out of sync
- Push notifications let the app know when a file has been updated





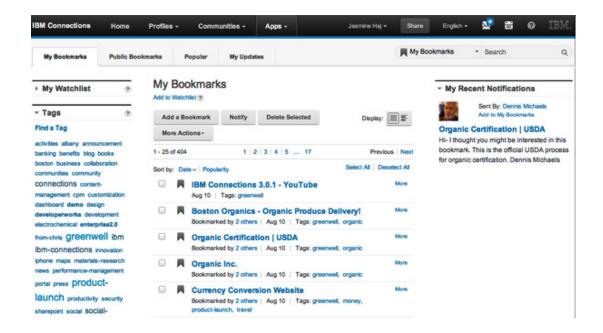
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# **Bookmarks**

#### Faster access to quality information

- Bookmark any web page and track bookmarks you need quick access to in a single place
- Surface popular bookmarks and see what topics are trending
- Enhance search results with relevant, highly rated bookmarks
- Find information faster by leveraging the experience of others



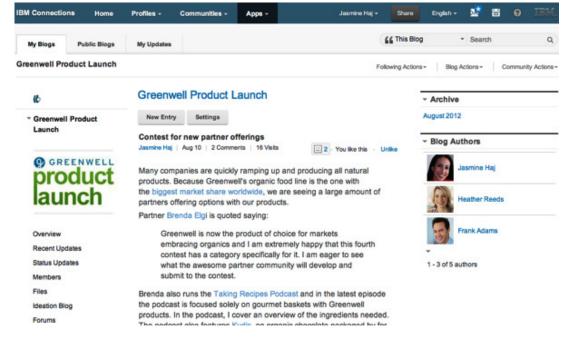


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# Blogs: Share ideas and innovations

- Blogs help you connect with people

   whether you know them or not,
   whether they are inside or outside
   your organization, whether they are internal or external.
- Readers benefit from the knowledge of subject matter experts.
- Share your unique perspective and expertise — solicit and rate feedback — without worrying about filling up everyone's inbox.
- Blogs help you communicate with your peers or colleagues and accelerate innovation.
- Optionally moderate blog content





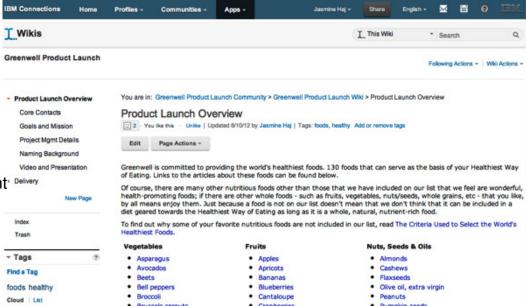
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# Compete in the Era of **SMART**.

# **Wikis**

#### Capture and collaborate to create information

- An easy way to post, share, and comment on content
- A place for you and your teams can collaboratively edit content
  - Create wiki pages; enter and edit content using a rich text editor, adding HTML, or editing in wiki markup
  - Compare wiki page versions
  - Subscribe to wiki pages to be notified of changes
  - Organize pages hierarchically
  - Recommend, tag, and comment on pages
  - Subscribe to wiki pages to be notified of changes
  - Control and assign read access, write access, or manager access privileges





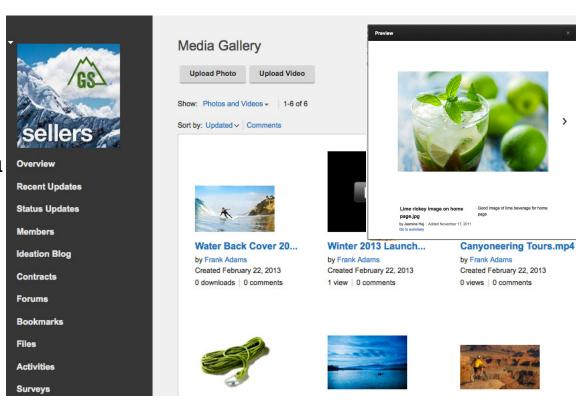




# **Media Gallery**

Share images, videos, education

- Upload images and videos for viewing inline
- Preview an image and watch a video from a preview dialog
- Stores uploaded images and videos into the Files repository for easy download

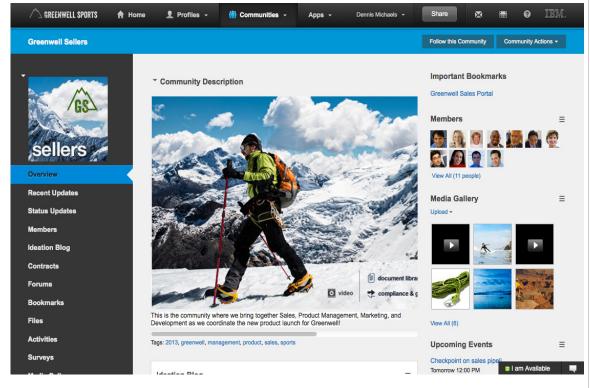




# **Communities**

#### Increase sales and customer retention

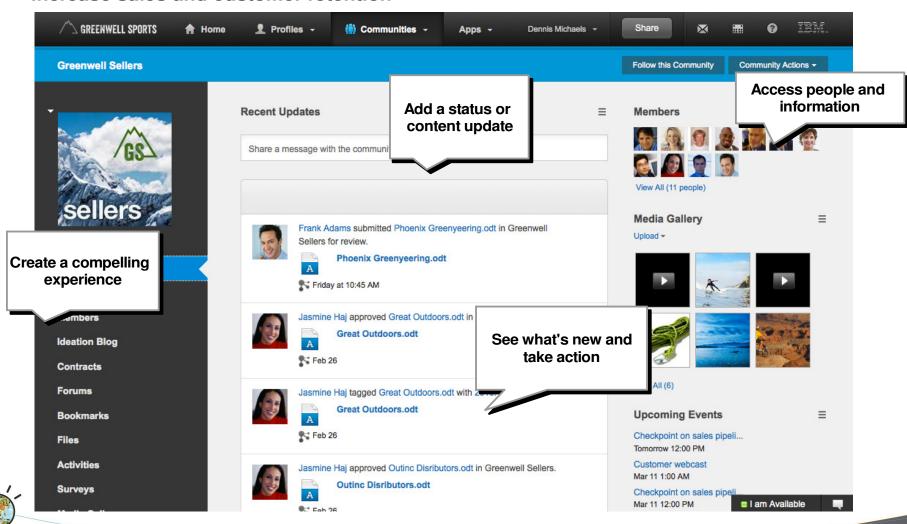
- Help people who share common interests to exchange and share information and ideas
- Create public, private and moderated communities
- Share files, watch videos in the media gallery, vote on ideas, plan projects, share using blogs, wikis, forums, and more in a community
- Calendar provides a central place to plan and coordinate team events





# **Communities**

Increase sales and customer retention

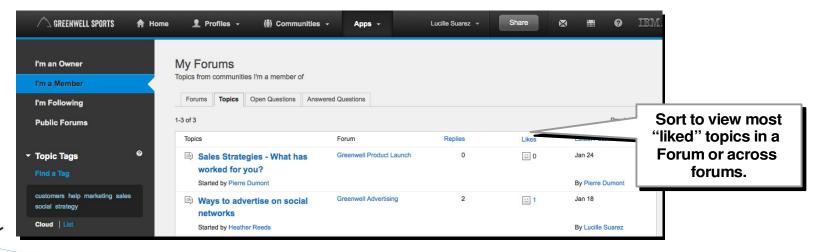


Like a forum topic to share it with

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# Community Forums Share and discover content faster

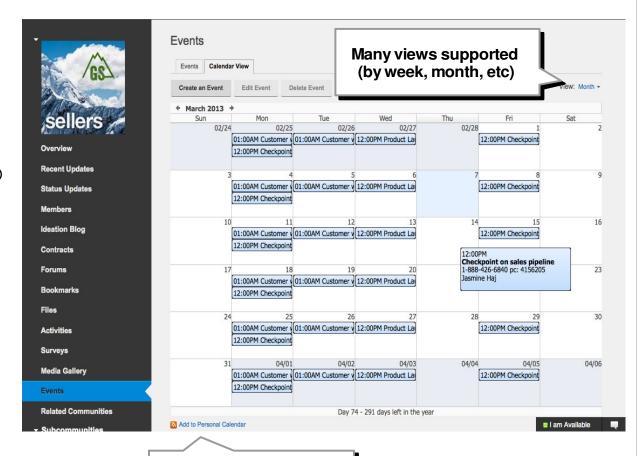
with the Profiles → (ii) Communities → Apps → Lucille Suarez → Communities → Apps → Lucille Suarez → Communities → Apps → Lucille Suarez → Communities → Co





# Community Events Schedule and keep track of team events

- Event calendar provides a central place to plan and coordinate team events
- Accessible from IBM Notes® & Microsoft Outlook®
- Events appear in activity stream
- Social commenting for each event





Webcal link to add to your personal calendar



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# **Community Metrics**

Understand community adoption

- Reports / dashboard to monitor adoption and community vitality
- Comprehensive set of metrics of all Connections services and page views
- Targeted Users
  - Business Owner / IT Owner
  - Community Owner
- Supports extensibility
- Flexible drill down and data slicing
- Create custom reports or modify existing ones

#### Participation

Number of visits

Leaders need to know how many people contribute and consume content in the community. Participation metrics answer questions like, "How many wiki pages were created in the past year?"

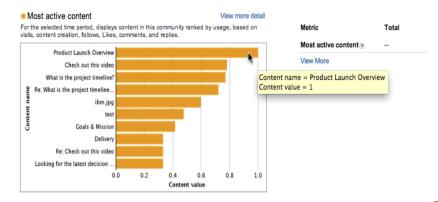
# For each segment (day, week, month, or year) of the selected time period, displays the number of visits to this community, including anonymous users and repeat visitors. 80 60 20

Metric	Total	Max
Number of visits ?	172	
Number of unique contributors ®		6
Number of new updates	71	
Number of unique people following the community *		0
View More		

#### Content

Leaders need to know about the content that is shared in the community and the type of value it brings to members. Content metrics answer questions like, "Which content do members value most?"

7/15

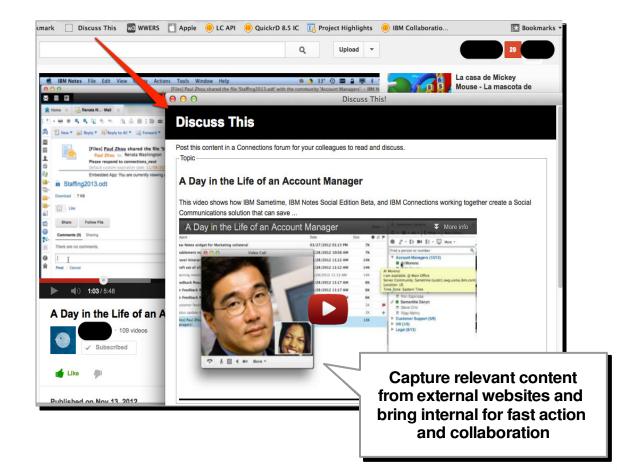




# Social Bridging Socialize content to get answers and respond faster



**Bring multiple communities** Together to monitor and act On them from a single place





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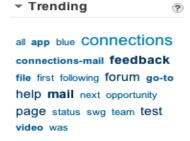
#### **Transformation For Growth**

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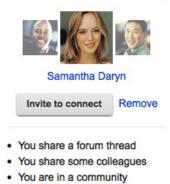
# **Social Analytics**

Discover what and who you should know

- Personalized, smart recommendations for the People, Community and Content you should know
- Based on your Profile, tags, social network, and actions
- Found in Home page, Profiles and Communities
  - Status Updates







Do You Know

 You are in a community together

Things in Common

Communities (3)

Project Planning

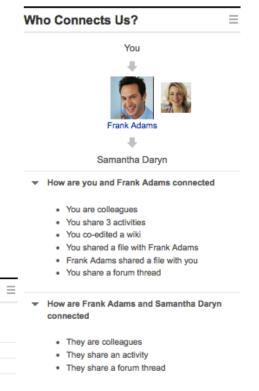
Discussions (2)

Greenwell Product La...

What is the project ...

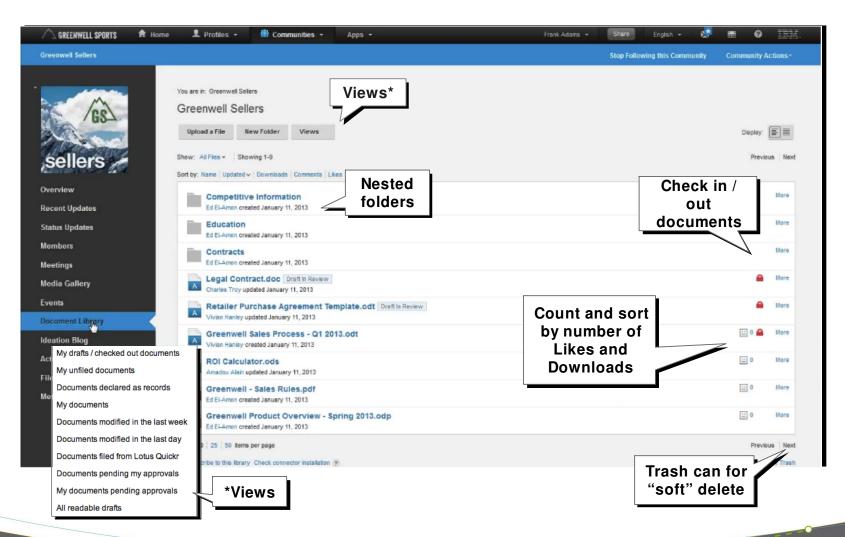
Feedback on new mark...

Better Living



# **IBM Connections Content Manager**

Document management in your social platform

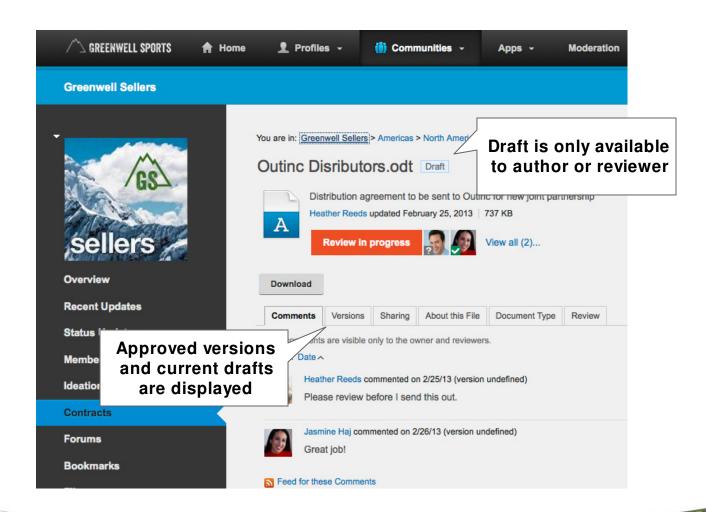






# **IBM Connections Content Manager**

Document management in your social platform

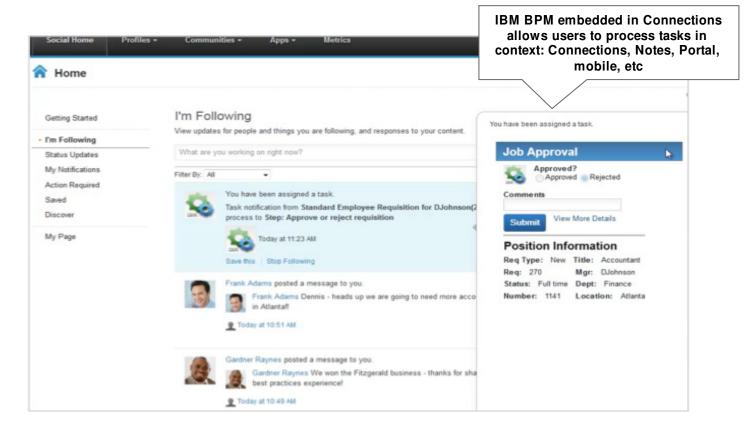




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### **Social Business Processes**

Bring customers/stakeholders closer to processes

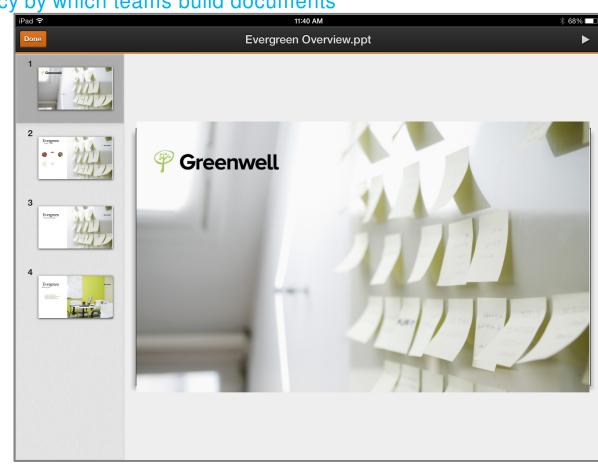




## **IBM Docs**

Improve simplicity and efficiency by which teams build documents

- Preview, present and print files without downloading
- Web-based editors for creating and sharing documents, spreadsheets, and presentations
- Real-time co-editing of documents available in Mobile
- AirPlay dual-display mode (present on one screen, and view speaker notes on your tablet)

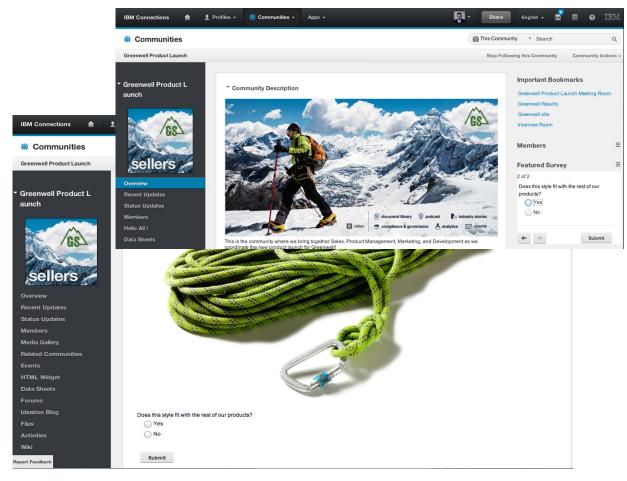




## **Polls and Surveys**

Get a pulse on your team

- Web-based survey/poll designer
- Create single question polls
- Multiple questions in one page
- Define which responses are required
- Place questions in a logical order on a page
- Control how questions flow with rules
- Notifications in the stream to raise awareness and engagement





The 6 Social Business Patterns touch processes in all parts of your business





# Question?

# **Thanks**

