

## Document Management System for a Consulting & Legal Services Company



### Background

The client is a major global consulting and legal services firm. The client required help with their document management system.



### Challenges

- ▶ High management and support cost due to large number of matter-specific, administrative, and supporting documents
- ▶ The need to build a cost-effective infrastructure and business applications to manage the rapid growth of content volume



### Business Execution Approach

- ▶ Assessed the organization's enterprise architecture, and determined how ECM can support the company's current and future information management needs
- ▶ Completed an ECM maturity assessment and created vision, strategy and roadmap
- ▶ Assessed integration requirements among ECM systems and legacy applications
- ▶ Conducted detailed technical and business requirements analysis
- ▶ Replaced the former stand-alone document management application to a single, shared platform for interoffice collaboration
- ▶ Provided a single, unified view that enables the firm to display archived email messages alongside related matter-specific documents.



### Successful Business Results

- ▶ The ECM strategy reflects key business goals and adapts to emerging business needs with agility
- ▶ Improved ECM enabling more rigorous and efficient document management
- ▶ The solution plays a key role in enabling to pursue a more flexible IT strategy in support of the firm's core business objectives in future
- ▶ Expanded the global archive to store millions of documents and the architecture supports a rapid and efficient deployment of applications.

#### About Trianz

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