

Dimando Digital Workspace

Use cases

An important Swiss **inter-branch association** uses the platform to coordinate campaigns, research and documentation with its members on an event-related basis. Set up as an extranet, the workspace provides the same security as the company's own IT, but without constantly triggering conflicts with dozens of different firewalls. They use working groups that autonomously manage themselves. Graduated authorizations allow a simple compilation of the groups (e.g. head of department, specialist department, assistants), as well as the temporary integration of external service providers or agencies.

A **plant engineering company** (80 % export share) has opted for the Digital Workspace to support the sales departments within its national subsidiaries with technical documentation, the preparation of extensive tenders and the provision of marketing documents. Large CAD files, extensive image material or specifications must be readily available for customer consultation. In combination with a multilingual website, which can be adapted to local markets, this provides the sales department with a fast system for document exchange and storage that is virtually autodescriptive. In addition, the workspace is *ready for single sign-on*.

A **research network** (R&D) profits in particular from the fluid interface of the Digital Workspace: users can set priorities at any time and change which topics or filing areas are the most important for them. With this smart feature, workgroups customize their respective project rooms without additional authorization effort. Departments can be administered centrally or multicentrally, this flexibility will map different organizational charts of companies and even at project level. External parties will be integrated with the same ease.

Elias Schegg, CTO of Dimando, about the workspace:

"Nowadays, a typical workplace is closely integrated into other **workflows**: one receives a task (input), processes it (process) and forwards the result (output) to someone else. In many organizations, teams work on **complex issues**. The more **accessible** documents are, the better **indexed** they will be, the quicker they will be **retrievable**, and the more **productive** the processes will be.

"Group data must also be specifically accessible to the groups so that internal and mixed teams, e.g. in industry, research or administration, can organise their collaboration according to processes, projects, groups, tasks and other criteria. The Dimando Digital Workspace can do this not only within an organisation, but also **across company boundaries** with a high level of security, in accordance with strict data protection regulations and without sacrificing performance.

"The employees themselves particularly appreciate the **fluid interface**: This feature allows each user to decide for himself which areas are particularly important and must be reached directly. This corresponds to the natural organisation of work and reduces the rate of demotivation due to cumbersome processes."

| Aspect | Features |
|-----------------------------------|---|
| Collaboration | Self-moderated groups and/or centrally administered areas |
| | Document sharing via e-mail |
| | Folder sharing via email |
| User friendliness | Fluid interface, adaptable to the user's needs by him- oer hererself |
| | Customizable dashboards: choosable position/size of the widgets |
| | Offline use with synchronization |
| | Real-time updates for higher productivity |
| Push-Content / Intranet | Corporate content and workspace content |
| | Interface to external news feeds (e.g. <i>Factiva</i> , <i>AdWired</i>) |
| | On-demand integration of additional web news services |
| | Twitter Feed Integration |
| Document Management | Number of documents = /<10 ⁶ Storage and exchange of media files |
| | Mass upload via Drag&Drop |
| | Bulk actions like download, delete of sev. docs at same time |
| | Rich facette search function & document keyword-indexing |
| | Recent-File/Recent-Activities |
| Directory | Filterable list of persons |
| | Scalable number of personal data records |
| | vCard download (e.g. for Outlook) |
| | On-demand integration of external directories |
| | Personal Mass Import from Excel/CSV |
| Security features | Server location - Switzerland (SaaS) or local based client server |
| | Database-encrypted passwords, continuous encryption of data exchange |
| | 2-factor authentication (Google Authenticator) |
| | Offsite backup with 7 d history / Trashbin with 30 days history |
| | Workflow role resp. user revision |
| | Alert function for assignment of sensitive roles |
| Administration | Administration via Frontend |
| | File tree function with flexible scalability |
| | Moving Folders and Documents directly from the Frontend |
| | Import of complete file structures via drag & drop |
| Account and permission management | Role-based authorization system (with default mode) |
| | Clear, expandable authorization tree / Inheritance of authorizations |
| | Central role administration and/or decentralized moderation |
| | Internal and external accounts and roles / Temporary guest accounts |
| | Folder- or document level permissions |
| Optional features | Document viewer for Browser |
| | Document annotations in browser environment |