

ProductCenter™ Microsoft Office Integrator

File Management for Product Related Microsoft® Office Documents in ProductCenter™

Your product content extends beyond CAD files to encompass many other forms of product information important to the development, manufacture, and support of your products, including user and installation manuals, specifications, and other documents developed with popular document authoring applications such as Microsoft® Office. It is not uncommon for these documents to be managed using rudimentary date-coded file names and to be scattered on multiple personal computer systems throughout a company.

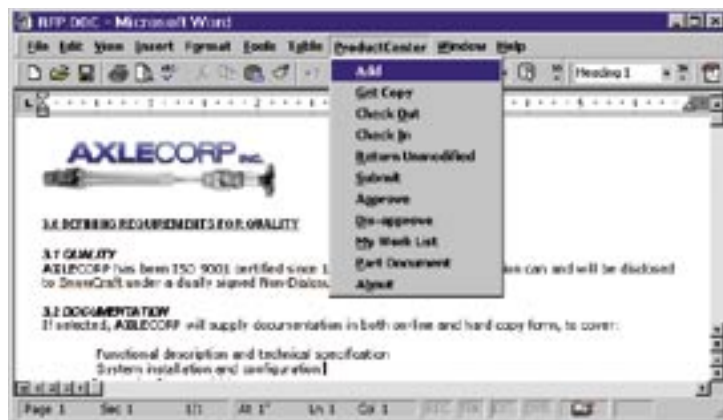
For the many types of products and permutations you produce, these documents may range in the thousands, with many changes and revisions happening daily. Unfortunately, out of control document management not only complicates the process of finding, updating, and approving these documents, but it also jeopardizes final product release schedules and adds cost.

The **ProductCenter™ Microsoft Office Integrator** provides the needed level of document control, integrating ProductCenter™ collaborative product data management (PDM) directly within Microsoft Office application menus. With ProductCenter functionality directly accessible from within their familiar Office application, and all related product data linked and stored in ProductCenter, each team member can easily locate, control versions and revisions, and better manage accelerated release of this very critical product component.

Tightly integrated with Microsoft® Word, Excel®, and PowerPoint®, the ProductCenter Microsoft Integrator is fine-tuned to your applications, automatically reading Windows® document properties to populate the attributes of documents to be managed by ProductCenter for further efficiency and improved data integrity between systems.

HIGHLIGHTS...

- **Adds ProductCenter access functions conveniently to Microsoft Office applications menus with a friendly user interface that's easy to set up and learn**
- **Manages the many version/revision changes you make to documents**
- **Saves time looking for documents**
- **Automates and keeps document approvals moving to eliminate hold-ups**
- **Synchronizes and links all product data, including Microsoft Office documents**



The ProductCenter™ Microsoft Office Integrator provides centralized data access and control of valuable Microsoft® Office documents critical to your product development efforts.

Maximizing all Your Critical Product-centric Documents

Comprehensive Release Management

ProductCenter replaces inefficient, error-prone manual methods to provide centralized access and improved control of your Microsoft Office documents. Right from integrated menus within Word, Excel, and PowerPoint, ProductCenter seamlessly manages versions and revisions to your documents, while preventing simultaneous access to documents during the change process by other users until document release.

Enhances Communication and Collaboration

In a single, well-integrated environment, users can create, modify, view, and easily share documents — resulting in a controlled, auditable document management system for all product related data. Your company will gain significant, quantifiable savings from the added efficiencies and streamlined communications that will result with ProductCenter.

Quicker Reference and Research

Your staff will save on the footwork with easy, quick access to the full gamut of product data you produce — all linked for quicker reference and research. A very simple to use search interface built into your Microsoft Office menus allows attribute-based, case-sensitive searches to find

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IMPROVE THE MANAGEMENT OF DATA THAT DRIVES YOUR PRODUCT SUCCESS...

the items that you're looking for. You'll always know you're working with the latest version yet will have access to prior versions, if you need them.

the burden of compliancy, while significantly reducing the time it takes to assemble documents for agency review.

Accelerated Document Reviews with Workflow

ProductCenter™ Workflow can automate complex review cycles and even provide 'heads-up' e-mail notification of impending product changes. Initiators can assemble more complete documentation packages of not just Microsoft Office documents but also CAD drawings and other supporting material and launch them for review. Reviewers can approve and forward documents with comments or return them for additional work or clarification. Processes are streamlined and decisions made more quickly with supporting information at hand, as well as immediate insight into where each item stands, eliminating bottlenecks and hold-ups.

Requires Little User Training, If Any

Minimal user training is required as a result of ProductCenter's intuitive user interface. Training takes less time and users' input is more accurate from the start.

Automated Viewable File Generation

ProductCenter™ GenView simplifies and automates conversion of Microsoft Office documents into common viewable file formats such as Adobe® PDF (Portable Document Format). Versus having to individually create viewables, ProductCenter automates conversion of your documents on the occurrence of a specified event, such as document release, for document output, exchange, and viewing. Plus, with the viewable linked and maintained under ProductCenter control, you'll know the viewable file you access is always the most current.

Speedy Microsoft Office Document Migration

When just beginning or extending your PDM solution, you may be overwhelmed with the thought of what to do with the multitude of Microsoft Office documents that exist in your archives. *ProductCenter™ BatchLoader* takes the worry out of this process by automating and speeding the migration of all forms of items into ProductCenter, including Microsoft Office documents.

Protecting Document Security

Document integrity is enforced through ProductCenter's comprehensive release management, user permissions, passwords, and a full audit trail of document versions/revisions for historical reference and to protect the security of your Microsoft Office and other documents.

Aids Regulatory Compliance

Microsoft Office documents are often a critical element of the documentation packages assembled for regulatory compliance. Having documents more easily accessible and under control in ProductCenter eases

ProductCenter™

SPECIFICATIONS

Version: 8	Web Client: Netscape®, Microsoft® Internet Explorer.
Client: Microsoft® Windows® 2000/NT/XP, Sun Solaris™, HP-UX	Web Server: iPlanet™ Web Server, Microsoft® Internet Information Server, Apache™ Web Server
Server: Microsoft® Windows® 2000/NT, Sun Solaris™, HP-UX	Database: Oracle®



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