

Portal Access to Records Systems

With the passage of the Sarbanes-Oxley Act and NARA requiring government agencies to be DoD 5015.2 compliant, there is now the need for an enterprise-wide integrated EDRM solution to leverage corporate infrastructure.

Extreme ease-of-use is a must, ensuring rapid employee adoption, which in turn moves records management from the backroom into the mainstream corporate infrastructure.

BizTech Solutions Inc.'s PARS (Portal Access to Records Systems) joins the world's leading portal offering – Microsoft SharePoint Server – with the top-rated electronic document and records management system- to deliver a complete EDRM solution.

What is PARS?

PARS is a catalog of Records Management Web Parts for SharePoint Services and SharePoint Portal Server to configure Records Management solutions that are fully compliant with the DoD 5015.2 standard and fulfill all SEC records keeping requirements.

PARS enables government agencies and corporations to meet their records management requirements in an easy to use, thin client environment.

PARS empowers users to search, retrieve, view, revise, and submit documents to and from the records repository – all from a SharePoint Portal Server page or any configured location in the portal hierarchy.

PARS Web Parts are designed to be used as pages in SharePoint Services and SharePoint Portal solutions. PARS provides a single point of entry where users can easily navigate to calendars, news, events, tasks, discussions, links, documents and projects for collaboration.

As a result, enterprise information stores can be leveraged in the creation, revision, and repurposing of content in a single powerful work environment. This empowers employees to accomplish their missions more easily, more completely, and more quickly than ever before.



Tel: 732.761.2880
Fax: 732.761.3936

sales@forbiztech.com
www.forbiztech.com

PARS

Portal Access to Records Systems

How Does It Work?

PARS enables records to be managed by the author. From SharePoint, an end-user may create new documents, collaborate with others, retrieve information from archives, and file the records in the records management system, all from a single location. This assures the historical accuracy and completeness of the records.

Through SharePoint, individuals, teams, and stakeholders can create and collaborate in a highly productive, affordable, and easy-to-use-and-maintain environment with an architecture that promotes inter-operability with other diverse technology platforms.

PARS Web Parts form an applet to access a records management system from portal, departmental, work areas, or personal (MyWebSite) locations – i.e. any page where the web parts are configured. This allows the records manager to determine the organization's rules for archiving and enables end users to automatically file records based on these rules.

PARS preserves the DoD 5015.2-STD compliance of a records management system. Relevant SharePoint components and related Web Parts have been submitted for DoD 5015.2 certification, paired with a records management system.

PARS Benefits

The integration of Microsoft SharePoint portal with records and document management software provides the following benefits:

For Management

- A DoD 5015.2 certified solution with which to manage your document and agency records.
- A records management system that enables you to comply with NARA and DoD mandates.
- A desktop work environment that increases productivity through immediate information discovery and collaboration.
- A browser-based platform that simplifies deployment of IT infrastructure and reduces costs.

For Users

An easy-to-use integrated desktop work environment which provides:

- Powerful search features to find what you need- *quickly*
- A tightly integrated document repository which tracks revisions – *so you always find the right version*
- A set of collaboration tools that enhance and simplify joint work projects