OpenText Tempo

Reliable file sharing and synchronization for the proven and trusted OpenText environment

OpenText Tempo – File sharing with freedom and flexibility. Synchronization with compliance and control.

- Provides users with an easy-to-use, cloud-based content sharing and synchronization service for desktops, laptops, and mobile devices

- Ensures that compliance and security of information is not compromised while still affording users the freedom and flexibility they want

- Drives adoption of ECM technologies and takes the complexity out of applying information governance policies by providing a current experience that users demand.

Ever emailed yourself a file, just so you could access it from another computer? Are you living life memory stick to memory stick to make sure you always have important documents with you when you need them?

Innovations in the consumer Internet continue to shape the way that we share and interact with information. From file and photo sharing websites to cloud-based storage services, it's becoming easier and faster to publish, share, and access information from any place, at any time. Within the enterprise, the ease and convenience of using the latest online services is a temptation for business users and IT departments alike. Similar to experiences with social media and other Web 2.0 tools, many companies are struggling with where to draw the line between providing an optimal and affordable user experience, while ensuring the safety and security of business-critical information.

Anyplace, anytime, any colleague

Nowadays, business users are as likely to work from their personal laptops and smartphones and tablets, as they are from a traditional corporate PC. The typical boundaries between work and home offices, and business and personal information sharing are becoming increasingly blurred. Users demand the ability to work with the information they need, from wherever they are. Similarly, users need to share business content with colleagues as quickly and easily as they share pictures or messages with friends and family across their personal devices.

OpenText Tempo, the file transfer and synchronization service for OpenText Content Server, changes the way your users interact with content – and the systems you've invested in to store it safely and securely – by revolutionizing the content management experience in two fundamental ways:

1) Allow users to access important business content from anywhere, anytime

2) Make it easier than ever before to share information

OpenText Tempo simplifies the process of storing and sharing important business content without sacrificing the records management rigor and security demanded by your organization's internal policies as well as industry regulations. OpenText Tempo adds a simple folder for business users in their "My Documents" area. Saving

information in this special OpenText Tempo folder is all that's required to ensure critical documents and other information are transparently, immediately, and securely synchronized with your organization's OpenText ECM repository (OpenText Content Server).

Instant synchronization

Information that users create and save in their OpenText Tempo folder on their workstation isn't just instantly synchronized with the OpenText repository – it's also synchronized with any other computers or devices that users are working with. With the OpenText Tempo client running on a computer or mobile device, all relevant content can be immediately and transparently published out, ensuring that users always have the latest version of content regardless of what device they use to access it. A dedicated mobile app provides the ability to access OpenText Tempo content (as well as keyword specific documents that they choose to add to their folder) as "favorites." This ensures that these especially important documents are synchronized with tablets or other mobile devices.

Straightforward sharing

Sharing information with other individuals and providing access to only those who should have it are traditionally cumbersome content management processes – both for users in categorizing content and assigning specific permissions to other users, and for administrators in maintaining the underlying access control lists. OpenText Tempo abstracts the underlying permission model of the content management system and makes sharing business documents as simple as typing the first few characters of a colleague's name and then picking from an instantly filtered list.

Sharing doesn't just open up the possibility to provide easy access to content for colleagues, it allows shared content to be instantly synchronized with their workstations as well. Not only do users have all their relevant and current-version business information at their fingertips, but their colleagues who need access to that information do too.

IT operational costs

Concurrently with these information sharing and synchronization trends, cloud-based technologies are becoming increasingly prevalent within IT organizations. Cloud services often provide many operational and cost-reduction oriented benefits, including minimizing (or even eliminating) the need to administer, maintain, and upgrade IT applications. But the allure of service-based software applications must be tempered by concern and caution. Unmet service level agreements or, even worse, compromised content security have plagued such services in the past and dampen customer enthusiasm in moving completely to the cloud. Organizations need the right balance between the operational benefits of the cloud, and the content security of on-premise IT environments.

Governance and corporate control

While organizations are motivated to afford users freedom and flexibility in the way they work, it is imperative that it is not provided at the expense of the usual rigor and control required for managing business critical content. OpenText Tempo provides a cutting edge, yet simple way of storing and sharing content while ensuring the fundamental controls of the ECM are maintained. These vital controls include:

- Auditing – full audit trail of all content access, modification, sharing, and synchronization activity.

- Permissions – ability to control who in the organization can read, edit, share, or even see business content.

- Version history – a listing of all versions, complete with user notes for any modifications to each version or sub-version.

- And more…

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