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Secure Information Management

Efficiently Processing Vast Numbers of Documents



"We discovered very quickly that the ELO business partner understands the processes and business of Securiton GmbH. [...] And we are pleased to see that the ELO technology truly lives up to its high claim. What made us opt for ELOenterprise was its capability to process large numbers of documents and map complex processes."

Daniel Schneider,
Project Manager, Securiton GmbH

Securiton GmbH has been able to implement an end-to-end, company-wide enterprise content management system based on ELOenterprise. All corporate data from the purchasing and sales department or the project teams is managed and controlled across the entire company in a coordinated manner. For Securiton, this means secure information and project management presently available at 120 workstations.

Securiton is a manufacturer of sophisticated alarm and security systems with a reputation for precision and reliability. The German headquarters of Securiton GmbH, founded in 1991, is located in Achern. Starting off as a troubleshooter for special fire risk scenarios, Securiton Deutschland has grown to become a competence center for fire/special fire detection and alarm systems, burglary/robbery alarm systems, security dispatch systems, as well as video and access control systems. The company has eight sales and technology centers in Germany and serves its customers at seven locations.

The Solution

More Real-World Value



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Inward and Outward Security

Overview

Country: Germany
Industry: Industrial

The Company

Securiton offers their customers competent services and sophisticated electronic security technology solutions. The manufacturer and solution provider designs and implements comprehensive and individual security concepts for any customer, including private households, industrial, commercial, or trade businesses, administrative organizations, and public authorities.

The Challenge

Replacement of the old Filenet ECM system and transfer of legacy data. Integration of Diamant financial accounting software and the ES office ERP system. Implementation of an electronic incoming invoice processing solution. Mapping of the entire project business.

Solution

Employment of **ELOenterprise**. Implementation into the Securiton IT architecture including integration of Diamant FiAc with the Business Logic Provider. Seamless transfer of legacy data. Use of customized payment allocation application for quick processing of accounting information. Use of **ELO DocXtractor** classification tool for implementing electronic incoming invoice processing.

Benefits

Authorized employees can rapidly find required company data related to a specific business case. Different departments such as purchasing, sales, or the project teams are managed and controlled in a coordinated, efficient, and transparent manner.

Modules Used

Business Logic Provider, DocXtractor, Outputmanager, Connect, ELO XC

Defining Usable Goals

Planning and implementing optimal security solutions requires a lot of know-how and reliable internal workflows at Securiton. In order to ensure efficient and reliable handling of internal processes and information, the company already had an enterprise content management (ECM) system in place. However, steady growth of Securiton GmbH resulted in more and more complex processes, and the management finally decided that a different ECM system was needed.

The goal was to find a solution that could support all processes throughout all 14 company sites. One key criterion was also to be able to smoothly transfer the existing data from the legacy Filenet system into the new ECM system.

Tried and Tested Solutions

In September 2008, the responsible Securiton GmbH employees screened the products of leading ECM manufacturers. After visiting a reference customer, the company decided on introducing **ELOenterprise**.

“We discovered very quickly that the **ELO business partner** understands the processes and business of Securiton GmbH. Seeing the product in action at the reference customer made the decision easy. And we are pleased to see that the **ELO** technology truly lives up to its high claim. For us, **ELOenterprise’s** ability to process large volumes of data and map complex processes were decisive factors,” states Daniel Schneider, Project Manager at Securiton GmbH, on why **ELO** was chosen.



Before the project was launched in early April 2009, Securiton devised an extensive project concept together with the **ELO business partner**. This was an essential step, and the Head of Organizational Development at Securiton GmbH explains why: "We never needed to be convinced that companies require an ECM system. The much more important question is how the ECM system can be put to optimal use to support one's business. You will only find an answer if you analyze the existing processes and devise a target definition."

Expanding the Product for Increased Customer Proximity

The analysis of the actual state of the existing structures and in particular the documents at Securiton GmbH indicated that the documents were stored in the Filenet archive using version-dependent indexing; in other words, each new document version also had a new index version.

The software manufacturer ELO Digital Office GmbH reacted by deciding to add a version-dependent keywording functionality to its ECM product. This allowed the seamless transfer of the Filenet data into the **ELO** archive.

"The fact that the software features of the basic product were extended says a lot about the provider's customer service philosophy and their understanding of our requirements. No doubt, other companies will benefit from this decision as well," says a convinced Mr. Schneider.

For Securiton, this function was essential since the archive holds, for example, product sheets that are searched for based on a specific product development status, which is documented in the keywording.



Seamless IT Integration for Centralized Transparency

In order to complement the central IT platform, the ECM solution was rolled out via the **ELO Business Logic Provider (BLP)** in a staged manner at the same time as the legacy data was transferred into the archive. The integration solution allows corresponding rule sets for any storage technology to be configured quickly and easily using a graphical design tool. This was also how the ES office ERP system from the company ES 2000 was seamlessly integrated with **ELO**.

Securiton excels in realizing complex projects, and this is also where the strengths of **ELO** come into their own. The ECM platform is used by the company to map their entire project management. Daniel Schneider on the importance of a well-structured archiving solution: "The ERP system mainly holds our commercial documents. But a project involves much more, including documents such as floor plans, e-mails, or project plans. This is why we map our entire receipt and process optimization business in **ELO** via the **BLP** to create as much transparency as possible."

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The Solution

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Transparent Processes

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Transparency and Security

All customer, supplier, purchasing, sales, and project records are stored in the ECM archive. Some departments, including purchasing and sales, have defined their own archive structures. All relevant documents are archived in **ELO**. BLP provides the rules needed to properly coordinate how the documents are archived, making sure they are stored at the correct location. A complex access rights scheme is in place to protect access to documents and data.

Now employees can look up information related to a specific project, e.g., CAD blueprints of buildings, etc., in **ELO**, and product support stores all development workflows including manuals or repair documentation in the ECM archive. In addition, there is a configurable search line on the deskbar that facilitates rapid and easy information retrieval.

Automatic Incoming Invoice Processing

Securiton realized automatic incoming invoice processing based on the **ELO DocXtractor** classification tool. All invoices sent to the company are first scanned and then captured and evaluated by **DocXtractor**. Next, the data is passed on to the Diamant financial accounting system and the ES office ERP system. The **ELO business partner** also created a customized and highly user-friendly payment allocation application for Securiton. Mr. Schneider explains what it does: “Results from DocXtractor are collected in **ELO**. The classification scheme in place is used to correctly distribute information to the electronic inboxes. Special payment allocation fields enable automatic booking by passing on data from the ECM to the ERP system. The specialized user interface of the payment allocation application makes the complex workflows easily accessible to the users.”



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Secure Project and Quality Management

The payment allocation application helps to save a lot of time as it does away with many manual tasks, which makes it highly suited for bulk data processing.

Central Knowledge Store Available Locally

All company sites can access the central ECM archive via Citrix. Information on a business case is thus instantly available to authorized employees. For Securiton GmbH, this means efficient as well as secure project and quality management.

The next expansion step will involve implementing a portal for sharing information with external partners to ease project collaboration.