

windream To Go



**Documents for distribution –  
Efficiently distributing documents  
with windream To Go**



## Documents for distribution – Efficiently distributing documents with windream To Go

**The requirements of users concerning a modern enterprise content management system more and more concentrate on the flexible use of the ECM-system. Documents stored in the system shall not only be available on local computers which are bound to a company network. Instead, documents – and even complete archives – shall frequently be available on portable media like for example CD, DVD or USB-sticks so that they are available quickly and can also be handed over to other people, if required.**

**With windream To Go**, a solution for the windream ECM-system is available now which exactly fulfills these requirements. windream To Go creates a flexibility beyond any borders, if e.g. documents stored in windream – e.g. project data – and the associated properties shall be transferred to portable media.

**From catalogs to Info CDs – a multitude of application sectors.** windream To Go enhances the windream ECM-system by an innovative component for mobile data distribution. The software allows windream users to transfer documents from a windream ECM-system together with the object properties as a complete and self-carrying project to an external data carrier, e.g. to a CD, DVD, or even USB-sticks. With this feature, windream To Go is an ideal tool for distributing complex project documentations, product catalogs, instructions, Info CDs and digitised documents which e.g. have been created by scan service providers.

This way, even users without a windream installation can retrieve and read documents from the storage medium directly and independent of a locally bound windream system. The use of windream To Go is independent of the network-based ECM-system, as all required documents and program files are completely written to an external data carrier as a so called container. The program does not require any further configuration, as it has been designed for instant use.

**Offline retrieval in complex projects.** In order to be able to retrieve a specific information from complex data structures, the retrieval functions are the same as those of the network version. The offline retrieval in the document volume of an open windream To Go container is e.g. possible via the meta data exported with the documents. Even a search query in the fulltext of documents or the use of already created search profiles can be executed quickly and easily from the windream To Go user interface.



**Explorer-like.** windream To Go presents the documents exported to a data carrier in a structured treeview which is similar to that of the Windows Explorer. Via this interface, the document properties like e.g. indices, rights, history, life-cycle and fulltext can be viewed.

**No installation required.** The windream To Go software module consists of a single executable file only. The program files required for mobile use and the documents and meta data are written to the destination medium when a new container is created. They are instantly available as soon as the medium has been created.

**Ideal enhancement.** windream To Go enhances the windream client/server version and the single user version windream Solo by a further ECM-module with useful and functional features. Users can even export documents from windream To Go to another file system and edit the documents there. The file export process either uses the original format or – optionally – the universal XML-format. The start page the program displays when it is launched can be adjusted individually.

The opportunity to distribute documents stored in windream as a self-carrying project is especially interesting for users who do not have access to a local windream server. windream To Go offers them convenient access to selective data volumes of the windream ECM-system.

**Free of charge.** The windream To Go software requires Windows 2000, Windows XP or Windows Vista. For non-commercial use, the program is free of charge and may be used without any licence fee.



### Performance features:

- Quick and efficient distribution of stored information
- All attributes of the main system can be exported to windream To Go
- Retrieval via document types, attributes and fulltext – also in combination
- Definition of search profiles
- Free layout of the start page
- Document export in the original format or in XML-format including meta data



## Rely on the Technological Market Leader

If you plan to invest in an innovative, efficient and easy to handle ECM-system, or if you need further information on how to optimise your business processes concretely, we should get to know each other.

In the market sector of ECM-software suppliers, windream GmbH is the technologically leading manufacturer. With the windream ECM-system based on the patented Virtual File System technology (VFS), we have created an unrivaled tool for administering your complete company knowledge. Our software is easy to handle, effective, and future-proof. We have 20 years experience in successful software solutions development for enterprises of any size. Medium-sized companies and multinational corporations as well rely on our top quality products and on our technological know-how.

### Look and see!

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# Managing Documents