

## ENTERPRISE CONTENT MANAGEMENT SOLUTIONS

### Overview

Causeway's Enterprise Content Management (ECM) solutions provide companies in the construction industry with the means to exercise complete control over information relating to projects, departments or entire organisations. In providing such specialist solutions, Causeway enables risk reduction, increased efficiency and optimised performance in terms of quality and delivery – all of which contribute to increased profitability

## Solutions

Document Management

Email Management

Drawing Management

Records Management

Web Content Management

Collaboration

Best Practice Management

Business Process Management

### Document Management

Causeway ECM contains an integrated document management solution that provides full lifecycle management for any type of electronic document.

Virtually all business processes involve business-critical electronic documents, including contracts, standard operating procedures, regulatory compliance submissions, quality control reports and more. An essential element of good corporate governance is therefore the effective management and control of electronic documents.

Web-based, enterprise-scalable, and easy to deploy, Causeway ECM provides a single, authoritative repository for storing, organising, controlling and managing electronic documents.

### Email Management

Causeway Email Management enables companies in the construction industry to address storage and archiving requirements while extracting maximum value from business-critical email content.

Organisations are often challenged by the ambiguity of information that is stored in their email servers and it becomes increasingly difficult to assess and understand what content is locked away in user email accounts, let alone focus on how to extract and use it. It is imperative to identify an automated and reliable way of categorising high-value information.

Causeway Email Management combines foundational email archiving with robust records management capabilities, helping organisations to make the most out of the mission-critical content and define, secure and control the process by which email content is managed, retained, and destroyed.

### Drawing Management

In the construction industry the management of drawings is vital to the success of projects ensuring that the correct version of the drawing is being used at the correct time.

A drawing register is fundamental in controlling the receipt and issue of

documents and drawings to internal and external people for various reasons such as information, comment, approval, etc.

Causeway ECM provides the ability to manage electronic and physical drawings, with its storage, controlled receipt and management of the transmittal process. The system provides the ability to manage CAD files with support for online viewing and mark-up together with cross reference files, version control and title block integration.

### **Records Management**

Causeway Records Management enables companies in the construction industry to deliver complete, comprehensive lifecycle management for all corporate records and information holdings, in paper or electronic format.

Causeway Records Management empowers everyone in your organisation to file all corporate holdings according to their organisational policies, ensuring regulatory compliance and reducing the risks associated with audit and litigation.

By providing a common interface to access all forms of information, such as images, paper, word processing documents, spreadsheets and e-mail. Causeway Records Management provides an automated system that removes the complexities of electronic records management.

### **Web Content Management**

Causeway Web Content Management enables companies in the construction industry to transform enterprise content into targeted web content, contextually tailored to meet the specific needs of their varying audiences and thereby enhancing their reputation and brand.

Causeway Web Content Management enables organisations to create and manage content once and re-use it as many times as necessary in a variety of publication types, including intranet, extranet, and Internet sites. Not only does it provide the ability to effectively manage increasing volumes of content, Causeway Web Content Management also makes it easy for business users to author content and participate in the web content management process.

### **Collaboration**

Throughout a project's life cycle, information will pass between companies located in different locations – even in different countries. Secure and accessible document collaboration within a well-managed workflow environment is essential.

Causeway's Collaborative solutions provide project and enterprise wide support for many of the construction industry's leading clients, consultants and contractors on some of the worlds most prestigious projects.

Causeway Collaborative solutions enable organisations to innovate, reduce costs and deliver results beyond your current business expectations.

### **Best Practice Management**

In an industry where margins are already tight, reputation, quality of service and customer satisfaction are all key issues that can give a competitive edge. It is therefore essential that your company delivers a consistently high level of service to your client.

Many companies have a defined 'best practice' quality procedure for all their business processes, the challenge remains however, to ensure these

procedures are consistently adopted in the every day working environment.

Causeway Business Process Management enables companies in the construction industry to automate the key processes that drive the success of their organisation; reducing paper, enhancing accountability and ensuring compliance thereby reducing risk, improving quality of service and increasing customer satisfaction.

### **Business Process Management**

Causeway Business Process Management enables companies in the construction industry to automate the key processes that drive the success of their organisation; reducing paper, enhancing accountability and ensuring compliance.

In a modern construction organisation numerous business processes occur each and every day. The effectiveness of each one, and the overall efficiency of your organisation, depends on your business process automation tools.

Causeway Business Process Management is designed to ease the creation, deployment, modification and management of business processes - no matter how complex - with no programming needed. With Causeway Process Management, all of your internal procedures can be standardised and made consistent, increasing both employee productivity and process adoption.

For more information on Causeway Technologies software solutions and services for the construction industry contact:

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