OPENTEXT

OpenText Tempo™ Box

Secure file sharing and synchronization for business

OpenText Tempo™ Box is an integral component of the Information Exchange (iX) suite that OpenText offers to help organizations execute on comprehensive Enterprise Information Management strategies. iX capabilities facilitate the efficient, secure, and compliant exchange of information inside and outside of the enterprise.

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 experie nces 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.

Any place, any time, 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™ Box 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

Tempo Box 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. Tempo Box adds a dedicated folder for business users, similar to the familiar "My Documents" or "Recently Downloaded" folders on workstations and laptops. Saving information in this special Tempo Box folder is all that's required to ensure critical documents and other information are transparently, immediately, and securely synchronized with your organization's OpenText repository.

OPENTEXT TEMPO™ BOX: SECURE FILE SHARING WITH FREEDOM AND FLEXIBILITY. SYNCHRONIZATION WITH COMPLIANCE AND CONTROL.

- Provides users with an easy-to-use 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
- Takes the complexity out of applying information governance policies by providing a current experience that users demand.
- Providing users with deployment options of both cloud and on premise.

Instant synchronization

Information that users create and save in their Tempo Box 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 Tempo Box 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 Tempo Box content and select "favorites" for offline access. This ensures that these especially important documents are always available on your tablets or other mobile devices.

Straightforward sharing

Being able to easily share information and control access rights and permissions has been a cumbersome process. Users find it tedious to assign shares and rights to collaborators and administrators are frustrated with managing the underlying access control policies and audit reports. Tempo Box simplifies the user's approach to a content management system and makes sharing business documents as easy 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.

Striking the right balance

Concurrently, with these information sharing and synchronization trends, cloud-based technologies are becoming increasingly prevalent within IT organizations. Cloud services can provide many operational and cost-reduction oriented benefits, including minimizing (or even eliminating) the need to administer, maintain, and upgrade IT applications. Even so, the allure of service-based software applications must be tempered by concern and caution. Compromises to content security have plagued public services in the past and your business information is too important to put at risk. Organizations need the right balance between the operational benefits of the cloud and the content security of on-premise IT environments.

Businesses can't let their users upload and store files in just any cloud. They need a **simple, fast, reliable and highly secure** way to share, sync, access, and manage information in the cloud. OpenText, as the trusted source of content and records management, customer experience, and business process solutions for the world's best-known brands, offers the right cloud. The OpenText Cloud was built specifically for Enterprise Information Management (EIM) and provides the architecture, security, compliance, manageability, and flexibility that enterprises depend upon. Tempo Box Cloud Edition introduces a standalone, completely hosted Tempo Box deployment with managed storage, security and controls within the OpenText Cloud for a no-hassle experience. While both the on premise and cloud editions of Tempo Box allows users to easily sync, share, and store information across all the devices ,the cloud edition allows customers to take advantage of things

such as; new features faster, immediate implementation and deployment with the benefit of no upfront infrastructure and deployment costs.

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. Tempo Box provides a cutting edge, yet simple, way of storing and sharing content while ensuring the essential management controls are in place. 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.

- **Retention policies:** Predefined rules about how long and where information is kept.

- **Discovery:** Ability to easily find information when you need it. ■