CARA
User interface & configuration layer for Documentum, Alfresco and Oracle WebCenter
What is CARA

- User interface for Documentum, Alfresco and Oracle WebCenter
  - Very fast
  - Major usability advantages over other UIs
  - Many additional features vs standard UIs e.g.
    - Dimensions for navigating
    - Dashboards
    - Widgets panel / My WidgetSpace
    - Portal
  - Fully configurable and customizable

- Used by some of world’s largest companies and government agencies since 2002, e.g. Walt Disney, QVC Television, Pfizer, Bayer, State of North Carolina, General Reinsurance and Sargento Foods
CARA User Interface

CARA is an ergonomically designed, fast, web user interface to connect individually or simultaneously to multiple content management systems. Currently released for Documentum, Oracle WebCenter and Alfresco. It is designed to facilitate the creation, review, approval and management of documents. CARA is underpinned by a business rules configuration layer which allows rapid setup and configuration of the repository to requirements.

DESKTOP FEATURES
Works like Windows with Start menu and application icons

MULTIPLE WINDOWS
Open a window to different repositories or multiple windows to the same one

DESKTOP INSIDE THE BROWSER
Stores repository launch icons, drag links to documents and more
Move away from folders – enter the world of a set of different persistent collections of documents at your fingertips in the My WidgetSpace window. Work on your Favorites, Recent Items, Search results, In-Tray and more in a single view.

User can Add widgets from a library:
- Favorites
- Recent Items
- Intray / Outtray
- Search results
- Checked Out Items
- Home Cabinet
- Dashboard widget (report)
- Build-your-own widget including web service connection to another system
CARA 7 ways of searching – from Quick Searches through Dashboards and our Advanced Search to the unique Dimensions search/navigation hybrid and also SnapLists.

1. Search in folder
2. Quick search across repository (configure which attributes are searched including fulltext)

3. DASHBOARDS
Create, save and run any reports using DQL or the Search, with ability to export the results to Excel and even create and export / print graphs. Dashboards even support user-driven value substitution

5. DIMENSIONS – see the next slides
6. SNAPLISTS – see the next slides
Searching made easy – 7 ways

CARA 7 ways of searching – from Quick Searches through Dashboards and our Advanced Search to the unique Dimensions search/navigation hybrid and also SnapLists.

4. Google-like type-ahead instant search – start typing and the results appear as you type

5. ADVANCED SEARCH
Each group of users can have a search screen configured to the documents they search for most frequently

6. DIMENSIONS – see the next slides

7. SNAPLISTS – see the next slides
Of all the search and navigation features in CARA, the Dimensions are the most used by clients. The Dimensions are a unique hybrid of searching and navigating, allowing each user to specify up to 5 levels of attributes to use in order to build a dynamic tree that allows navigation in the same way as a folder — avoiding the need to run multiple searches.
You may want to navigate by complex scenarios – for example, “documents I authored which are set to expire, grouped by month of expiration”. For those cases where a simple search or the CARA Dimensions are not sufficient, there are SnapLists.

**SnapLists**

Navigate by complex queries as if there were regular folders – then filter results by configurable dropdowns.
Other user interfaces allow you to see information related to a document, one pane at a time. The CARA widgets panel displays as many widgets as you want, populating them all from a single click on a document. In addition, no other application allows you to build your own widgets, displaying any information you want about a document (audit trail information, security settings, list of annotations – literally anything available in the repository.

Need information pulled from another system? For example, supplier address and phone numbers from an external database? Simply build a widget calling that information via a web service – integration of third party systems into the UI without any coding to the UI.
For managing data that is rich media (images, video) it is possible to display the document pane in list view or thumbnails mode, including a larger thumbnails on mouse-over, or with a carousel or flip-card.

View thumbnails in the main view

View thumbnails in the Widgets panel including larger thumbnails on mouse-over
Carousel / Coverflow

Define and display documents in a carousel which displays a thumbnail
Turn virtual documents into a painless, multi-user tool. No more user checkout/checkin, it is all done on the server. Added features include context information (same document in different virtual documents has different metadata), publishing integrations and granular security.
Annotations Report

No need to open 10 documents one by one to see all the individual notes – just pull up the CARA Annotations Report for all 10 at once.
CARA leverages the built in business rules configuration layer to allow companies to build their own applications, using dozens of area of configurability: everything from major items such as properties screens, automatic folders, languages, data dictionaries, taxonomies, dynamic no-maintenance security, audit and eSignature, Trash Can, UI display, through to the small things like changing the icons for folders.
PDF Rendering

Run the PDF rendering service on multiple / separate servers to spread the load. Render the following file formats to PDF including embedding fonts

Thumbnails

Create multiple sized thumbnails (one each for the CARA preview, CARA thumbnail widget and mouse-over of the thumbnail widget)
CARA Hub - Integrations

Integrate third party applications into panes, additional windows, widgets... through easy configuration rather than hard-coding. Available integrations out of the box (or add your own):

- Viewing / annotating tools e.g. Brava, ViewONE Pro
- PleaseReview
- Siebel CTMS
- Liquent LES publishing
- ISI Publishing
- Extedo publishing

Example use cases:
- Open Learning Management System (LMS) and integrate the training of an SOP directly in CARA, with tracking of completion against a signature on the system
- Pull supplier information from SAP based on supplier number, and push updates back to SAP
Lifecycle Configurations

Configure which states can move to which others, configure custom scripts or actions on a status change, and also the notifications.
Allow each group of users to have an entirely personalized view of the repository: everything from their Widgets, Dimensions, Search screens, double-click rules, New Document shortcut buttons, filters, columns and more.
Report on status across multiple document(s) / folder(s), including ability to promote / demote multiple documents at a time, and export to Excel:

Grouped by status

Modify the columns to be shown
Workflows: rich reporting

Report on workflows across multiple documents or across multiple users
Voice recognition now allows text input into fields without having to use your keyboard to enter it. Perfect for mobile or hands-free usage.

Simply click the microphone at the end of a text field and speak. The built-in spell-check on the browser will help correct errors.

Note: this feature is not available in all browsers
For those who need quick and easy interaction with the repository, the existing mobile support (via browsers) is now supplemented with a mobile-specific app.

CARA offered full support for mobile phones and tablets via browsers, including the ability to access the slimmed-down CARA Portal via such devices, and an HTML download alternative to the standard Java Applet for Apple devices where applets are not supported.

CARA now has a specific phone app that allows you to:
• search the repository
• view content
• view and edit properties
• complete workflow activities
• receive notifications when content you have “subscribed” to has been altered
• download content to the device to view offline.

The app supports the following devices:
- Apple - Android - (Windows 8 / Blackberry planned)
Email integration extensions

In standard platforms, import of emails is restricted to importing as a specific document type, which means that a customer’s custom attributes are not available. In addition, the extraction of attributes is hard-coded. CARA extends this to allow mapping of email attributes to repository attributes, including extracting email content.

Once the emails are imported into CARA (via drag and drop), you can either access the attachments by viewing the email and opening the attachments from there, or by using the new Extract feature to extract attachments and automatically link them to the email as a Related Object.
CARA
Contact us for a demo or free in-house evaluation
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