

CARA for Change Control



Leveraging the power of
Documentum xCP

The screenshot shows the CARA Explorer web application interface. On the left is a navigation tree with folders like 'Cabinets', 'Dimensions', 'Draft', and 'Agency Communication'. The main area displays a table of documents with columns for Name, Authors, Title, Compound, and Formulation. A cloud graphic is overlaid on the main area with the text: 'Fast Configurable Works in any browser Works on mobile devices Now xCP powered'. On the right, there are panels for 'Properties', 'Locations', and 'Versions'.

Name	Authors	Title	Compound	Formulation
Memo to Regulatory Authority	Leah Rucker	Memo regarding A123-45 LHR-008	A123-45	Canada

**Fast
Configurable
Works in any browser
Works on mobile devices
Now xCP powered**

Manage the rigorous requirements of Change Control using CARA powered by Documentum xCP.

cara³ © PATENT PENDING is a brand new and unique concept building on the CARA tradition – an ergonomically designed, fast, single web application to revolutionize the usability and performance of working with Documentum. It is designed to facilitate the creation, review, approval and management of documents, and now is offered with full integration to the Documentum xCP engine, allowing you to make full use of the process modeling and other capabilities of xCP without using TaskSpace. CARA in turn converts xCP from a forms / tasks focus into a rich task-based knowledge/content worker application.

In addition, **cara³** RapidDeploy for Change Control offers additional pre-configured functionality on top of the core Documentum and xCP capabilities – allowing better management of correspondence documents and their related files through **cara³** Structures and through reporting tools like the *Task Manager*, *Status Manager* and *Relations Manager*. **cara³** is underpinned by the Generis DocConfigurator product which allows rapid configuration of the docbase.

unique features

DIMENSIONS

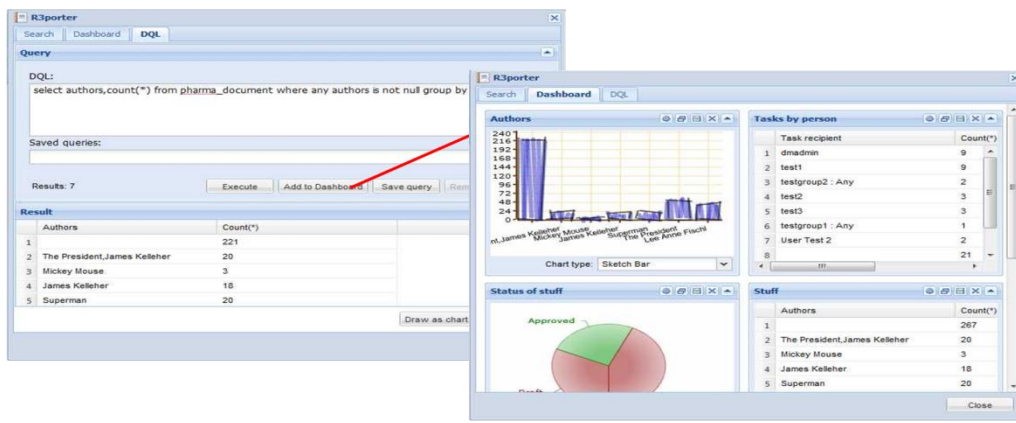
cara³ has a unique ability to allow users to build their own tree view (“Dimensions”). Choose any properties (one per level for up to 5 levels) and browse the resulting tree view. The browser window also allows users to open more than one “Repository Explorer” window within the main window, using a desktop-like Start Menu and window management.

WIDGETS

Extensible panel showing widgets – choose from core set (e.g. properties, renditions) or create your own, linking in any web service or xCP process / form as a widget. Rearrange the widgets pane with drag & drop.

VIEW MANAGEMENT

Define different views for different user groups / usage scenarios. Specify different properties, widgets, filters, and other options, allowing users to work in the way that best supports their processes.



CARA – Change Control powered by xCP

Change Control is one of the most strictly managed and complex business processes that most companies face – and traditionally tools are used which are separate from the content that relates to Change Management (SOPs, engineering documents etc). Now with CARA powered by Documentum xCP you can manage the entire process within the same repository as your content.

The following is a list of features offered through CARA and xCP for Change Control:

- Create Change Request forms using the CARA Forms builder – including fields that appear based on conditions of other fields or become mandatory based on conditions.
- Use drag and drop to associate (relate) documents that are part of a Change Request together
- View the complex set of relationships between documents using the CARA Relations Manager
- Full xCP workflow integration – build complex processes using Documentum’s Process Builder, and allow users to start, take part in, and report on these in CARA
- Provides multiple views of documents: Docbase, Structure (Virtual Document) and My-Desk including Tasks and Favorites and the unique Dimensions (see side panel).
- Displays supporting information in Widgets Pane: Locations, Related Documents, Renditions, Tasks and Versions or any other widgets you build to include *now including widgets of xCP information.*

- Summary and reporting views of workflows, status, searches across multiple documents, with Export to Excel feature and graphic / chart display on the Dashboards
- Watermarking, eSignature and controlled printing of Change Request packages, including associated forms.
- Fully multi-lingual including many European languages as well as Japanese, Chinese and Arabic.
- Behind the scenes – full configurability through the Generis DocConfigurator product to allow companies to build their own applications, using 30+ areas of configurability: properties screens, automatic folders, languages, data dictionaries, dynamic no-maintenance security, audit and eSignature, Trash Can, search...
- All user choices saved as personal preferences and displayed on any PC or mobile device.

SIGN UP TO TRY OUT CARA FREE IN OUR RACKSPACE CLOUD.

Contact us

Please contact us to arrange a demo or request additional information. We also provide free, fully functional evaluation downloads so that you can work with our products and ensure they meet your requirements.

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REPORTER

The **cara³** Reporter is the next generation of searching and reporting. The search itself consists of a user search definition, but based on type OR classification, and including the standard operators and attribute / full text searching. The differences become apparent when you launch the search – it is **fully asynchronous** allowing you to continue working on other things while the search runs. Administrators can run complex searches.

DASHBOARD

The Dashboard is a dynamic place to assemble query results. Add any query to the dashboard, and results can be shown as tables, charts or graphs, exported to Excel or embedded as widgets in the main view.

USER PREFERENCES

All settings that users choose (column displays and widths, dimensions tree-view, filters, cabinet restrictions and so on) are saved so that the user can login from another machine and will have the same preference choices applied.

CONFIGURABILITY

The Generis DocConfigurator product is fully leveraged behind the scenes to ensure that the cara3 interface is as configurable as possible. The configurations are not restricted to object type, as is the case on many configuration products, but based either on categories (any query set) or Aspects (where supported by the repository in question). There are over 30 areas of functionality that can be configured – refer to our information on DocConfigurator for details.