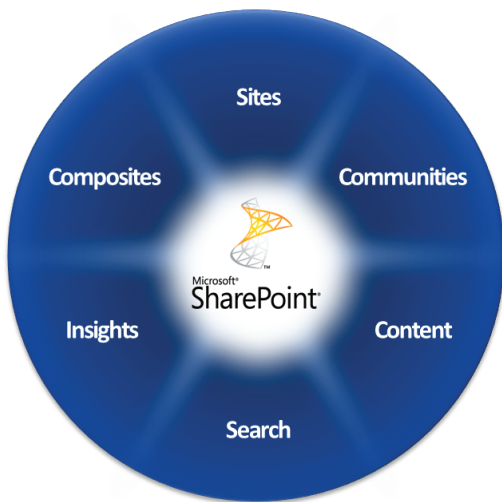


# GOT CONTENT? GOT SHAREPOINT?

Need to control your SharePoint deployment?  
Need to improve business processes?  
Need to implement compliancy procedures?



**Date:** May 4, 2011

**Hours:**  
9:00am - 3:00 pm (lunch included)

**Location:**  
Microsoft, Reston Office  
12012 Sunset Hills Rd.  
Reston, VA 20190

**RSVP:**  
info@docpointsolutions.com or  
301-490-7725 (seats are limited)

**Objective:**

If you have content to manage, migrate or maintain in a compliant and secure SharePoint environment then these briefings will give you the foundation and understanding how to move forward

**Who Should Attend:**

Anyone currently using or considering SharePoint as a content management solution. CIO, CTO, IT Directors, ECM Architects, and Knowledge Workers

**Benefits:**

Increased productivity, streamlines efficiencies, and cost reduction.

**Topics:**

There will be four (4) individual briefings. Each briefing will have Subject Matter Experts that will discuss various tools.

**Briefing 1:**

Data Migration - AvePoint

**Briefing 2:**

SharePoint Administrator for Microsoft SharePoint - AvePoint

**Briefing 3:**

Workflow - Nintex

**Customer Testimonial:**

U.S Coast Guard Aviation Technical Training Center

**Briefing 4:**

Document / Content Management in SharePoint 2010

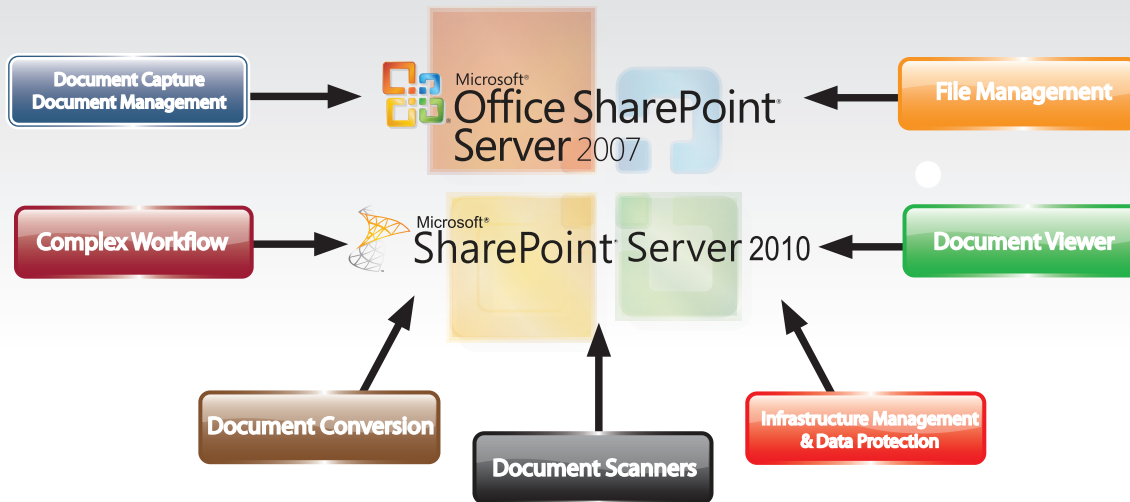
SharePoint Governance: Compliance and Risk Management - HiSoftware

Records Management with SharePoint 2010 – Microsoft

info@docpointsolutions.com  
(301) 490-7725



# Consulting Solutions



**Microsoft**  
GOLD CERTIFIED  
Partner

Meet Our Experts:



## BRIEFING #1

### Content Migration

- SharePoint 2003, 2007 & 2010
- Share Drives
- Public Folders
- Lotus Notes
- LiveLink

### Participants will Learn:

Data Migration steps for:

- SharePoint 2007 to 2010
- Public Folders
- Other ECM Solutions
- Consolidating Multiple

## BRIEFING #2

### Infrastructure Management

- Administration
- Data Protection
- Storage Optimization
- Compliance
- Report Center

### Participants will Learn:

- Administration of SharePoint
- Back-up of SharePoint
- Manage Permissions
- Account Cleaner
- Remote Blob Storage
- Reporting

## BRIEFING #3

### Nintex Customer Testimonial

- Business Automation
- Advanced Workflows
- User Interaction
- Auditing / Reporting
- Managing Active Directory
- Line of Business Integration

### Participants will Learn:

- Automating business processes with workflow
- Methods of Integration with Line of Business Applications
- Creating Audit Reports
- Validating Data

## BRIEFING #4

### Documents / Records Management

- SharePoint 2010 New Enhancements
- Document Management
- Content Management
- Records/Document Retention
- Records Management

### Compliance / Risk Management

- 508 Compliance
- Prevent Privacy Breaches
- Compliance Health

### Participants will Learn:

- Document Management and Content Compliance
- Records Management Implementations

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(301) 490-7725

