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Content and Documents Management System for a Leading Real Estate Firm

Create a Content and Document Management System that also has a People Director y

Client

The client is a leading Real Estate and Finance Group with over 45 years of experience. The client owns and manages properties all over the Unites States of America and employs thousands of people nationwide.

The business requires employees to travel to its various office locations and to customer locations. This requires the employees to keep in touch with other people in the company for information and assistance.

Objective

The client has business in multiple geographic locations and requires its employees to travel across these locations. The employees are required to contact other employees at the office locations and customer locations.

The client had an offline directory with the contact information of all employees in the company, but this information can only be viewed from workstation desktop computers only and is not available when an employee is travelling.

The client required an online portal that would have this directory of the employees. In addition to this, the client also needed the portal to have the latest information on the company, like news articles, media, webinars, and important company announcements. This would help all employees to know the very current happenings in the company.

The client needed a solution that integrates the following:

- News and Announcements
- Document Management
- People Directory

Project Deliverables

User and Roles Management

Content Management

People Directory

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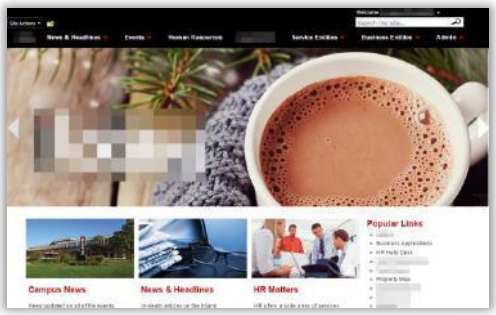
Solution

Retransform selected SharePoint 2010 to create the solution portal. The portal was created as a content management system.



The portal had sections and pages to show content from different sources. In addition, the portal also served as a link to the various other resources that the company had made available to the employees.

Easy to Manage

The portal gives complete control of content updates to the client. The portal lets the client users to create, delete, and modify the content pages. The client can also change the publishing dates of the content pages.

The portal has administrator user(s) that have the permission to make changes in the system. The admin users can also create more users and grant them granular authorities. The website administrator user(s) can also preview the changes before publishing the content.

People Directory

In the solution portal, the offline contact information of employees were fetched and connected with the new People Directory pages in the website. A process was created to check the authenticity of the information with the very latest information present in the offline directory. This process would update the information in the portal whenever there were changes in the offline directory.

Tools & Technology

SharePoint 2010

SQL Server 2008 R2

Shar ePoint Designer 2010

JavaScript

JQuery

SharePoint CSOM

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This presented the employees that were on the move with up to date contact information on all employees in the company at any time. The information included the picture of the employee, the name, designation, address, phone, and email address.

Asset Management

The content pages can be news, articles, announcements, hold media, and more. All content created is saved and archived for later use. The content assets are saved in a folder structure for easy access and retrievability.

The content throughout the portal is searchable. The users can use the search box on top of all pages to search for any content available in the portal and the search result would include all relevant information based on the search words.

Benefits

The solution made available the people directory online for all employees. The solution was capable of storing content with search capability. The admin users had full control of the portal with the ability to designate responsibility to other users as well.

Conclusion

The solution covered all requirements of the client. The solution has provisions for the client to create and publish content. The solution also acts as storage and retrieval system for the client's content.

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