

SharePoint Information Organizer

SharePoint content classification & management solution

Product Overview

SharePoint Information Organizer is a centralized content classification solution that can help you re-organize content, update metadata in bulk and cleanup libraries, lists & users right from within SharePoint. It is a powerful solution to organize, maintain and cleanup content and metadata in SharePoint Lists and Libraries.

When you deploy Vyapin's SharePoint Information Organizer, SharePoint users will greatly benefit by accessing content that is well structured, easily identifiable and highly usable without having to work through the clutter, inconsistencies, redundancies and content bloat in sites - which is common in any SharePoint environment that evolves according to the business needs of an organization.

Benefits

- ✓ Consolidate content - free up storage space
- ✓ Classify folders & documents - create, update & delete SharePoint columns to make documents accessible
- ✓ Clean-up sites, webs, lists, libraries, list items, & documents - remove unwanted, obsolete or stale entities from SharePoint - save time for users by removing clutter
- ✓ Synchronize SharePoint users and AD user accounts - remove unwanted or unavailable users from SharePoint - improve SharePoint security & compliance
- ✓ Self-service application for site owners and content managers to manage SharePoint data - reduce the burden on the SharePoint administrator

System Requirements

Software: Windows 8 / 7 (or) Windows Server 2012 / 2008 / 2003 with SharePoint Foundation 2010 or SharePoint Server 2010

Key Features

Create a Column in multiple Lists

Allows the user to create a column in multiple Lists at the same.

Update Metadata values in SharePoint Lists and Libraries

Allows the user to update metadata values in multiple Lists and Libraries in bulk using MS-Excel spreadsheet data.

Export Metadata to MS-Excel

Allows the user to selectively export metadata from multiple SharePoint Lists to an Excel file.

Feature Activation

Administrator can select multiple features to activate or deactivate at Site Collection level and Web level.

Cleanup Webs

Select multiple Webs from the List to delete permanently.

Cleanup Lists

The user can select multiple Lists for cleanup based on custom query filters. The user can opt between permanent deletions and recycle bin options.

Cleanup List Items

Users can cleanup multiple Items in bulk based on custom query results with the option to permanently delete the Items from the List or move them to recycle bins.

Cleanup Users

SharePoint Information Organizer gets the Active Directory details of User Accounts based on the following criteria:

- All users
- Disabled users
- Deleted users
- Last log on dates of users based on the number of days since last login
- User account expiration details based on the expiration date interval

Based on the above criteria, users considered unnecessary can be removed permanently from the Site Collection.

Activity Reports / Logs

View actions that were performed within the application, items that have been moved to the recycle bin or permanently deleted in the detailed activity reports / logs.



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Microsoft Partner

Gold Application Development

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