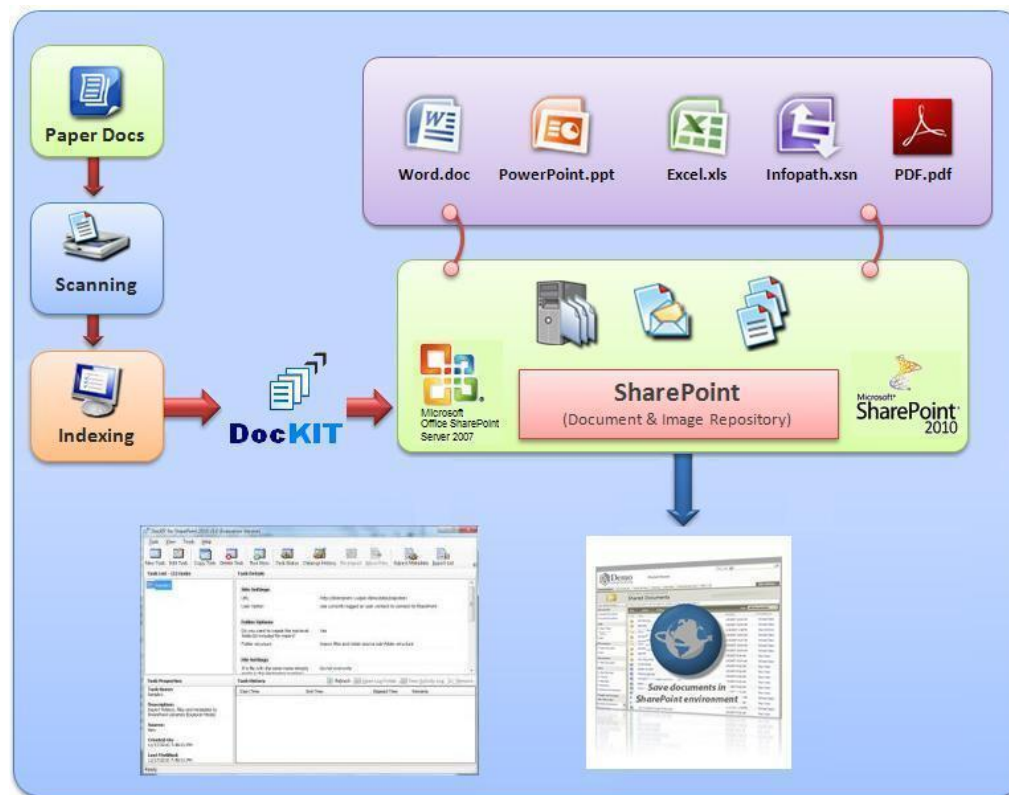


## DocKIT advantage in CPA Project

### Background

City Property Administration (CPA) based in Pretoria, South Africa was in the process of migrating their documents to SharePoint and they were searching for a suitable migration tools from several sources, and ultimately found DocKIT for SharePoint, as the solution to suit their document migration needs. CPA recently selected Doclog SA to provide a document imaging and collaboration platform.

### DocKIT solution advantage



Typically, documents are stored in the local individual systems or file servers. Various document formats viz. word, excel, PDF, etc. can be migrated from the file system to SharePoint.

DocKIT helps you to move the individual file as well as the entire folder contents from local systems to the SharePoint. DocKIT helps you in the migration process of documents to SharePoint as individual files, entire folder structure and its contents and additionally apply conditions based on metadata, when migrating contents to SharePoint.

### Solution Overview

#### Customer Profile

Doclog SA helps companies save time and regain control of paper documents with a comprehensive range of document scanning and retrieval solutions. Microsoft SharePoint is one of the preferred target platforms for archiving.

#### Business Situation

CPA was in the process of migrating their documents to SharePoint and they were searching for a suitable migration tool from several resources, and ultimately found DocKIT for SharePoint is the best solution toll for their document migration needs.

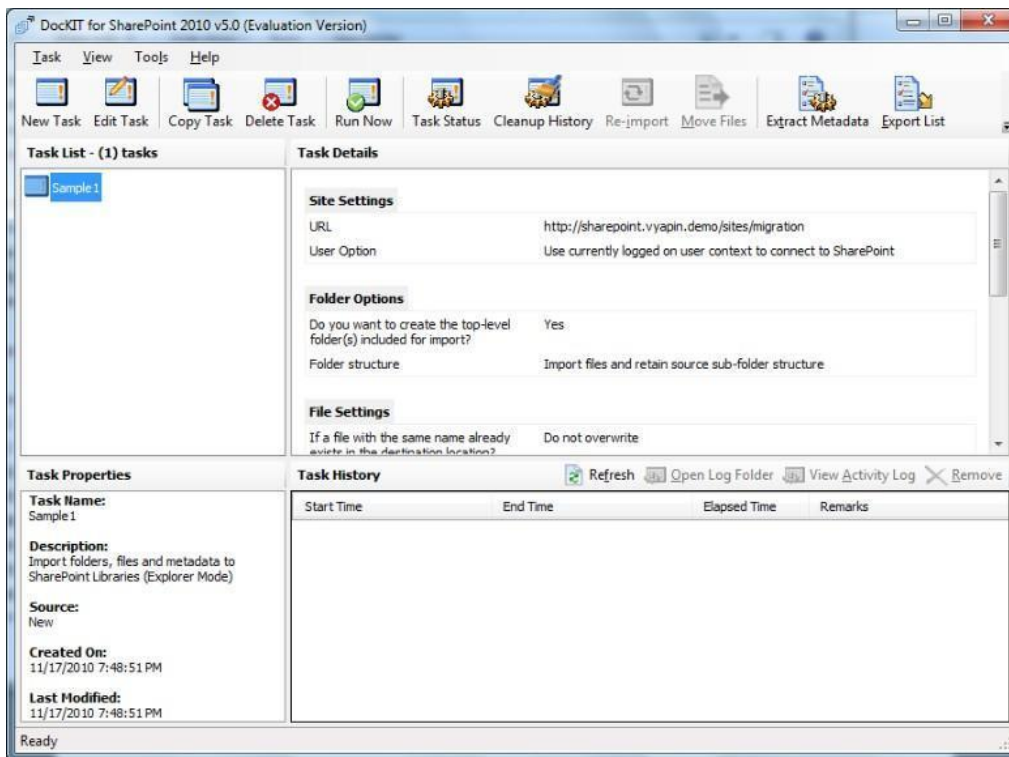
#### Benefits

*DocKIT is a key component that forms part of Doclog SA's delivery pipeline for swift and reliable migration of historical and live document feeds to SharePoint 2010. Feeds include both electronic (Excel, Word, PowerPoint), and paper based (TIF / PDF) documents as jointly hosted by SharePoint 2010.*

With the help of DockIT you can retain the created date, modified date, when you move the documents from the file system to SharePoint. In some cases, if associated metadata properties are missing, and if you need them, you can also use external metadata to map the documents & associated metadata and store it in SharePoint.

DockIT also provides a detailed activity report which contains the status of every imported document and metadata that helps you verify the outcome of the import process. This entire migration process can be automated as per convenience.

**Figure 1: DockIT for SharePoint 2010 application snapshot**



## Role of DockIT

- ✓ DockIT serves as a fast and reliable connector between Doclog SA's live document indexing stations and Windows SharePoint Server 2010. Capacity for up to 90,000 pages per month are scanned and indexed, and delivered to SharePoint 2010, with DockIT as one of the key components in the delivery pipeline.
- ✓ DockIT enables fast and accurate importing of files previously on a corporate shared drive to be imported direct to SharePoint 2010, while retaining and migrating relevant file information. The application offers the control and flexibility to fine-tune and schedule imports, allowing for smooth initial and ongoing migrations to SharePoint 2010.
- ✓ Previously scanned documents are bulk imported to the new platform using both Doclog SA's custom written import filter and DockIT application.

## **Benefits**

DockKIT is a key component that forms part of Doclog SA's delivery pipeline for swift and reliable migration of historical and live document feeds to SharePoint 2010. Feeds include both electronic (Excel, Word, PowerPoint), and paper based (TIF / PDF) documents as jointly hosted by SharePoint 2010.

## **Resources**

Vyapin's DockKIT for SharePoint solution enables you to migrate data, documents and their associated metadata properties from network file shares, file servers and local hard drives to SharePoint 2010 and SharePoint 2007. DockKIT supports Microsoft SharePoint Server 2010 / Microsoft SharePoint Foundation 2010 and Microsoft Office SharePoint Server 2007 (MOSS 2007) / Microsoft Windows SharePoint Services v3.0 (WSS 3.0) environments.

For more information about DockKIT, go to:

<https://www.vyapin.com/products/sharepoint-migration/dockit/sharepoint-migration-tools>

For more information about CPA, go to: <http://www.cityproperty.co.za/>

For more information about Doclog SA, go to: <http://www.doclog.co.za/>

*This case study is for information purposes only.  
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