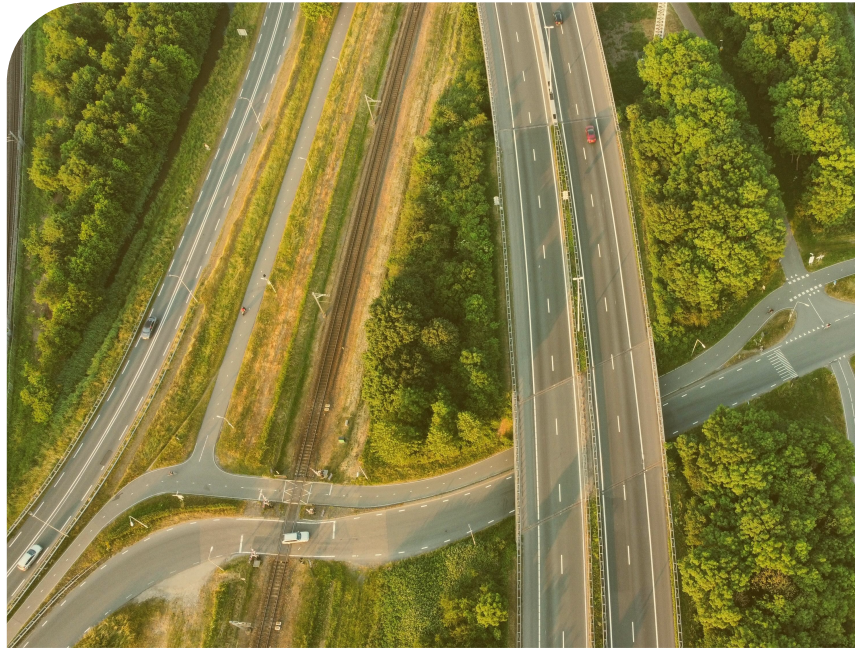


CASE STUDY

Dutch Government Speeds to New ECM System with Controlled Migration



Problem

Content from multiple source systems (Hummingbird, LiveLink, SharePoint 2010 and file shares) needed to be cleaned and migrated to a new ECM environment

Solution

Full-scale analysis (both qualitative and quantitative) of the source and target environments to identify obsolete content. And a controlled migration from millions of documents to SharePoint and HP TRIM

Result

Easy implementation and migration to a new ECM system with 50% less content. Migrated documents are more valuable because of added metadata

In 2014, the first release of a new ECM solution, CONNECT, went live at this Dutch Government Institute. CONNECT is a customized document management solution based on SharePoint 2013 and HP TRIM, built to intensify cooperation between the different departments and project organizations within the ministry.

● Migration from multiple systems to a single ECM

The new CONNECT environment was replacing all existing ECM solutions: Hummingbird, LiveLink, SharePoint 2010 and file shares, all with a significant number of documents. All of these systems needed to be decommissioned. Together, they held an estimated total of 180M documents. Xillio was asked to do a full-scale analysis of the source systems and migrate content to the new environment. To keep the project manageable, Xillio treated the migration of each organizational unit as a separate project. The project was divided into roughly 800 sub-migrations.

● Extraction, cleaning and enrichment

For each of these migrations the following activities were repeated: Extract, Clean, Auto-Classify, Map

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and Import into SharePoint. In the extraction phase, Xillio software crawled the document repositories of the organization units and stored information about its structure, contents and metadata. In the cleaning phase, Xillio applied business rules to clean up or archive ROT (Redundant, Obsolete, Trivial) content.

The institute estimated it had over 50% of ROT content (e.g., personal iTunes collection, holiday pictures, drafts, duplicates and other obsolete documents). On a content set of this scale, performing a proper cleanup before import means significant savings on infrastructure for the new CONNECT environment. For this reason, Xillio was tasked to set up a semi-automatic process to identify and clean documents in a reliable, formalized process.

● Duplicates and versions

Because the project involved merging content sets from various repositories, duplicates were even more of an issue than they would normally be. For the new CONNECT system the paradigm of “single point of storage” was followed. That means that during the migration all duplicates and identical versions of documents needed to be identified and cleaned or stacked in the new environment.

In addition to the cleaning phase, the auto-classification phase needed specific attention. The CONNECT environment introduced a lot of new functionality, like data retention rules and workflows. This functionality relies on the extensive use of metadata. However, for the majority of documents originating from file shares, metadata was not readily available. Using a combination of business rules, auto-classification and manual pre- and post-checks, Xillio enriched documents with accurate metadata during the migration.

● Business benefits

As a result of the successful migration and classification of content to CONNECT, the institute has improved collaboration and sharing of knowledge. Users can more easily find relevant content, such as the right versions of drawings and data of the infrastructure. For infrastructure that is designed to last decades, if not hundreds of years, having timely access to this kind of information is critical. Without the use of Xillio technology and services, the institute would not have been able to unlock the value of its existing content

About Xillio

These days, your organization needs to be agile to stay relevant. The same goes for your enterprise content. But where to start? The more complex your enterprise content, the more daunting it seems to take the leap.

That's where we come in. With over 20 years of experience, Xillio is your trusted partner for managing complex, high-volume content migrations within the Microsoft ecosystem. From metadata transformation to link redirection, our experts ensure your move to Microsoft 365 is smooth, compliant, and future-proof.

