

AvePoint® Solutions for Electronic Records Management (ERM)



From global enterprises to home-based online shops, records management is an integral part of business operations – whether it’s to comply with industry regulations and standards, or to maintain evidence in the event of a dispute.

With the exponential rate at which data is generated today amidst the shift from paper to digital formats, an effective ERM system not only minimizes vulnerability to compliance violations, but helps to improve operational efficiency. Electronic Records Management isn’t just about finding the least expensive place to store every bit of information generated from the beginning of time. It’s about keeping the most relevant information up front, retaining what’s necessary to comply with industry regulations and standards, with the most cost effective technology.

Cost-effective record retention and management	Cohesion with business needs and processes	Discoverability and data safety assurance
<ul style="list-style-type: none">• Save on hardware costs by moving records to lower tiered or cloud hosted storage• Improve IT efficiency with automated records retention and deletion based on business and compliance requirements• Efficiently manage global, multi-farm deployments through a unified platform with built-in administration delegation capabilities	<ul style="list-style-type: none">• Improve productivity by minimizing clutter – customize definition of records and standardize classification• Empower users to proactively archive irrelevant content or workspaces through services by request• Promote user adoption with improved access and download times by optimizing system performance	<ul style="list-style-type: none">• Prevent loss of records due to natural disasters or human errors with full-fidelity backup• Minimize risks of non-compliance with proactive security administration based on customizable rules• Simplify eDiscovery processes with tagged and classified records• Avoid privacy violations and proprietary information leaks with automated Information Rights Management IRM.

AvePoint’s ERM Solutions for Microsoft SharePoint puts the business owners in control of what needs to be moved out of collaboration spaces to minimize information clutter, ensuring that compliance regulations and standards can be met while simplifying records maintenance for IT.

If you would like a solution demonstration or to receive pricing information, please contact: Sales@AvePoint.com

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