



CAM for Microsoft Teams



Microsoft Teams has become a crucial platform for enabling remote and hybrid work across millions of users. Its features allow organizational collaboration to thrive, providing internal and external users with the ability to work on projects, engagements, matters, through Teams, Channels, tabs, and more.

But there are some limitations that make Microsoft Teams governance and adoption challenging for many organizations. CAM tackles these challenges.

CAM is a software-as-a-service (SaaS) platform for adoption and governance across collaboration systems. It enables organizations to provision, manage, move, analyze, and protect data, all while keeping things compliant and reducing risk.

CAM allows organizations to create logical places to save data, so end users can quickly locate it and risk management teams can understand context to set security and disposition policies.

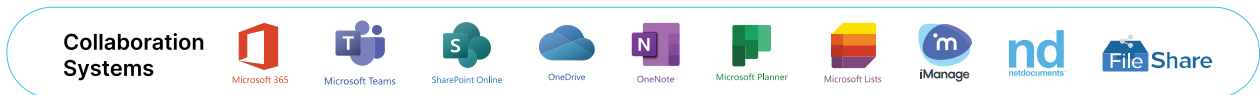
- Provision Teams, Channels, Private Channels, SharePoint, OneDrive, OneNote, Planner, Lists, users and groups, and more
- Provision from source-systems (PMS, CRM, HRIS, etc.), or through a human-workflow with standardized naming conventions
- Sync, copy, and move data and projects between Microsoft 365 and Document Management Systems (DMS)
- Minimize data when no longer necessary or place on litigation hold
- Add rich metadata to drive content location and context
- Gain advanced templating ability – beyond native Teams capabilities – to support complex business processes
- Protect data by applying zero-trust policies, managing access across systems, and creating document archives to access in case of outages or incidents



License what you need

Check out which of the licensing options works best for your organization. And if you need more, you can include other capabilities with your license as add-ons.

 PROVISION Streamline Your Workflow <ul style="list-style-type: none">Boost your team's productivity with easy setup processesCreate workspaces that match your firm's unique needs	 MANAGE Centralized administration of matter content <ul style="list-style-type: none">Permit administrative activities without the requiring administrative access to the DMSOptimize data management with PowerDesktop license	 MOVE Effortless Document Mobility Across Platforms <ul style="list-style-type: none">Keep your firm's operations running smoothly with seamless data mobilityEncourage collaboration with easy content transfer across workspaces and systems	 ANALYZE Intelligent Data Insights for Informed Decisions <ul style="list-style-type: none">Leverage data insights to drive successTrack key metrics with easy-to-use dashboardsGet a bird's eye view of all workspace activities for swift decisionsAction on data derived from multiple data sources in a flexible graphical interface
 CAM PROJECT TEAMS Manage Add-On <ul style="list-style-type: none">Fortify your client data with advanced access management (Project Teams)	 BUSINESS CONTINUITY Analyze Add-On <ul style="list-style-type: none">Minimize loss with built-in business continuity features		





Key CAM Features for Microsoft 365

✓ Provision and Classify Teams, Channels, Tabs, and More to Control Data Chaos and Enhance Content Location

- Provision Teams, public and private Channels, SharePoint sites, OneDrive folders, custom apps, Document Management System (DMS) workspaces, and more
- Provision Planner with buckets, tasks, notes, tags, etc. as a Tab from a template
- Provision OneNote with sections and pages as a Tab from templates
- Provision Lists with column names and data types as a Tab from templates
- Provision from on-premises or cloud-based source systems, via CSV files, or through a workflow form when no system of record is detected
- Apply Teams, site, and folder templates and update templates retroactively
- Use standardized naming conventions with prefix, suffix, and custom names
- Eliminate ownerless Teams challenges by provisioning with a System Account
- Leverage a Unified Project Directory to view provisioned items within CAM and in the CAM for Teams app, search and filter to find content based on rich custom metadata
- Add rich custom metadata to enhance search and filtering, and provide context understanding

✓ Protect the Microsoft 365 Data You Need for Improved Governance and Security

- Automatically provision internal and external users to Teams, SharePoint, and OneDrive from billing systems, HRIS, project teams, etc.
- Assign role-based permissions with expiration dates and manage access on a need-to-know basis
- Apply ethical walls and information barriers from commonly used systems

- Create document archives by storing documents in your AWS or Azure cloud with metadata and security stored in CAM to access content in case of an outage or incident
- Apply bulk updates to metadata and security across Teams, Channels, sites, folders, and more
- Use out-of-the-box or custom queries to generate reports and analytics and view detailed audit logs

✓ Sync, Copy, and Move Data for Microsoft 365 and Document Management Systems (DMS)

- Effortlessly sync content between Teams, SharePoint, and either iManage Work or NetDocuments
- Configure sync intervals by minutes (15 minutes minimum sync), hours, or days
- Ability to link DMS workspace and Teams with client/project IDs to enable content sync and copy
- Enable copy, one-way, or two-way sync for DMS and Teams
- Check-out and check-in documents between DMS and Teams
- Select between declaring documents as records or checking them out when syncing from iManage to Teams

✓ Govern Your Data Across Collaboration Systems

- Leverage the CAM Control Center to minimize unnecessary data
- Apply trigger-based disposition policies with approval workflows for Teams, sites, folders, and more to lower storage costs and reduce risks

For a closer look, visit www.litera.com.