



# Transport

Easy and efficient control of migration and archiving processes within *iManage Work* 

## Facilitate the movement of data between *iManage Work* libraries while ensuring the integrity of data, metadata and user shortcuts

One of the most basic functions that firms perform within their *iManage* DMS is copying of documents, folders and folder structures from one library location to another. This functionality is useful for pre-creating folders and document templates for new workspaces or preserving content at a point in time, while continuing to work on different copies of the documents.

*Transport* automates this process of moving content within the *iManage Work* infrastructure. *Transport* is quick, user-friendly, configurable, cost-effective, and allows firms to update their document library structure to meet ongoing needs. It also improves user search functionality by moving unnecessary content to an archive library on a scheduled basis, ensuring that only active content is visible to users.

### Did you know?

The NRL Interceptor that comes as an add-on feature to Administrative Transport automatically re-directs shortcut links to the correct document, even if it has been moved to a new library.

## **Product Features**

- Facilitates the movement of data between *iManage Work* libraries while ensuring the integrity of data, metadata, and user shortcuts
- Merges multiple libraries, or partitions a library into multiples, with significant flexibility in configuration
- Copying documents, folders and folder structures between libraries does not require the export of content outside of *iManage Work*
- Control which meta data is copied with a document from the Worksite System Manager framework
- Allows mapping of metadata in the source library to different values in the destination library
- Provides automated tasks for copying folders and documents from one *iManage Work* library to another

## Components

#### Transport - Administrative:

- Perform mass copies of folders and documents from one workspace to another quickly and easily.
- Effortlessly merge multiple *iManage Work* libraries into one library.
- Migrate data into a new *iManage Work* library and/or partition existing libraries into two or more while mapping security and metadata appropriately.
- Move data between *iManage Work* libraries while considering data integrity, metadata, user shortcuts and NRL links.
- Archive targeted content from existing *iManage Work* databases into a designated Archive Library.
- Use *Metadata Management* tool (a separate snap-in tool developed by RBRO Solutions) task as a sub-task to copy missing metadata from the source library into the destination library while documents are being archived.

## Requirements

#### Transport - Quick Copy:

The *Quick Copy* component of *Transport* is an end-user migration tool that enables users to copy folders and documents to other *iManage Work* databases within DeskSite or FileSite ( i.e., within their own *iManage Work* library).

- Populate new workspaces with template documents.
- Select documents and folders and copy them to other connected *iManage Work* libraries or new libraries within the same server.
- The *Quick Copy* client is a part of the *Transport* snap-in to the WorkSite System Manager Solution (or Framework).

System Compatability: 32- or 64-bit *iManage Work* environments Client (OS): Windows 7, 8.x and Windows 10 OS (64-bit only) Server (OS): Windows Server 2008 through 2016 SQL Server: Minimum SQL server 2008, 2003 for source database iManage Requirements (Client): Desksite/Filesite 8.5 through 9.3 iManage Requirements (Server): *Work* Server 8.5 through *Work 10* Transport Snap-in (WSM): (64-bit) Version 2.05.00 or later of WSM / (32-bit) Version 2.04.00 or later WSM Quick Copy (.NET): Version 4.0 or greater

#### **About RBRO Solutions**

RBRO Solutions, a leading business solutions provider, is dedicated to helping organizations get the greatest value from their business content and work processes. The company is trusted globally by over 400,000 business users and has worked with over 500 medium, large and Fortune 500 companies. RBRO offers visionary leadership to its clients with respect to changing landscapes that impact their business.

Over 30 propriety RBRO business solutions seamlessly support mission-critical business systems for top legal and corporate brands worldwide. The company was established in 2003 at the forefront of the enterprise content management, big data and document management era. RBRO continues to be a leader in its approach.

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