

SHAREPOINT QUICKSTART PROGRAM

Exceeding The Intranet Needs Of Large Law Firms

eSentio's Quickstart intranet is a SharePoint intranet solution designed specifically for law firms. The QuickStart empowers firms to very quickly deploy a fully developed portal solution with advanced legal-specific features, such as dynamic client and matter pages, a robust firm directory, advanced search capabilities and aggregated financial information using a well-defined legal-specific content structure for practices areas, offices and firm services.

Microsoft SharePoint 2007

The QuickStart intranet was designed to take advantage of the built-in functionality of SharePoint 2007. As a result, the QuickStart was developed using native SharePoint web parts and is 100% Microsoft .NET (C#) with XSLT web part customizations.

Site Hierarchy, Content Areas and Templates

The legal-specific hierarchy mirrors how firms are organized with areas for legal and non-legal content. The hierarchy is easily modified using native SharePoint functionality. Content areas and templates are provided that are common to most law firms. Content areas are comprised of SharePoint sites, pages, lists and libraries along with customized and custom-built web parts. Site templates provide the basis for quickly creating additional content areas.

Content and Presentation

SharePoint lists and libraries, customized to law firm requirements, manage much of the content for the QuickStart intranet. Much of the presentation is easily customizable to allow a consistent look-and-feel with corporate colors and logos. SharePoint Dataview web parts, created and customized in SharePoint Designer, make up a significant portion of the content presentation. The remaining web parts were customized using C# and ASP.NET. There is no legacy code in the QuickStart intranet and code was written using all native SharePoint 2007 development technologies.

Content that is external to SharePoint can be used in the QuickStart intranet in various ways. The most direct method is to provide read-only access using QuickStart SQL tables to populate SharePoint lists on a pre-determined schedule. Direct database access through SharePoint Business Data Catalog (BDC) provides another read-only solution while use of an external system's API also provides external system functionality from within SharePoint.

Dynamic Client and Matter Pages

Dynamic pages are used for presenting client and matter information. Dynamic pages update the content being displayed on a single set of pages in response to a user's request for information. This eliminates the need to create and manage thousands of individual client and matter sites. Native SharePoint lacks a mechanism for managing dynamic pages for displaying large numbers of client and matter pages.

The Quickstart's dynamic pages consist of a single site for clients and matters. When a dynamic client or matter page is requested, the client ID or matter ID is passed to the page to show only items for that specific client or matter. Client and matter data is secured using SharePoint's item-level security.

System Requirements

The minimal environment for the QuickStart intranet consists of a single front-end web server and a single database server. An existing high-performance database server can be used for the SharePoint databases.

- SharePoint 2007 (SP1) with 4gb RAM (minimum), dual core processor, 3.0 GHz CPU (minimum). 64-bit architecture is recommended.
- SQL Server (2000 SP4 or SQL Server 2005) with 4gb RAM (minimum). 64-bit architecture is recommended

Larger installations will add one or more index servers. Additional front-end web servers may also be required. All servers should be running Microsoft Windows 2003 Server R2 operating system.

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Firm Directory

The Firm Directory consists of inter-related SharePoint lists and libraries that can be populated automatically from the QuickStart SQL tables or custom integration to an external CRM system. Content that can be used out of the box includes frequently requested data such as languages, firm committee memberships and attorney biographies.

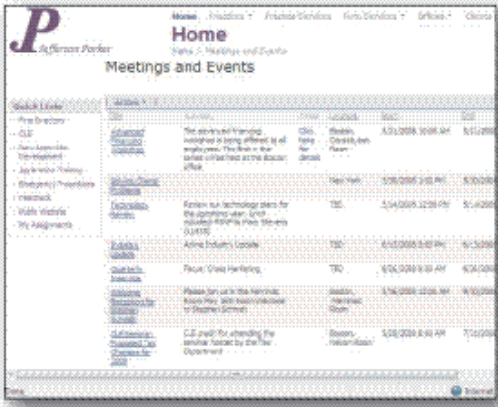
Lists of firm contacts used throughout the QuickStart intranet are driven by content in the Firm Directory. The Firm Directory is integrated with SharePoint's Enterprise Search and an advanced Firm Directory search is available to provide users with criteria-based searching.



Search

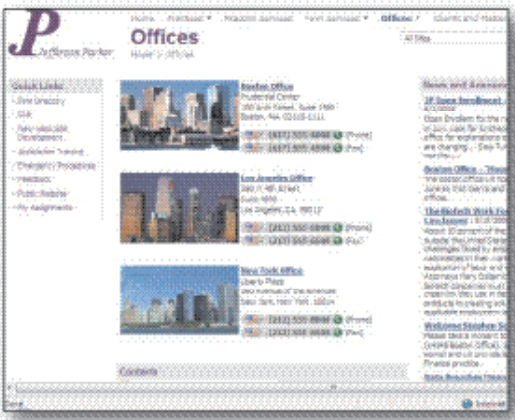
The QuickStart intranet supports SharePoint's native enterprise search to make content searchable from a single search box. Users will see search results from many different sources (including SharePoint sites) in a single list of ranked search results. Modified relevancy rankings provide more usable search results by promoting the display of relevant content.

The QuickStart intranet integrates with Interwoven's Universal Search (IUS) product which efficiently and securely indexes multiple content sources and makes them available within a single search.



News & Announcements, Alerts and Meetings & Events

SharePoint lists are used to manage all the content for News & Announcements, Alerts and Meetings & Events available throughout the QuickStart intranet. Each customized list allows approved content contributors to indicate where to display a single news, alert or event item in one or more places in the intranet. Web part filtering is used to display the appropriate content on individual pages. Custom content approval workflows can be created on these lists.



Security

SharePoint 2007 native security allows for full security integration with Active Directory, allowing you to use existing Active Directory groups to control SharePoint security. Client and Matter security is handled by assigning security groups to sites. Information created in SharePoint for a matter automatically inherits the matter's security.

When searching, SharePoint's item-level security prevents users from getting search results they don't have access to. For content managed by SharePoint, access to information and functionality is handled using native SharePoint security features. For content managed by SharePoint, access to information and functionality is handled using native SharePoint security features.

Corporate Branding

Two presentation skins provide options for the QuickStart intranet look-and-feel. Custom cascading style sheets, master pages and image libraries isolate functionality to simplify making modifications to meet a firm's corporate branding requirements.

