



K365 Cloud delivers comprehensive management of M365 from site provisioning to disposition. With the flexibility to be deployed using Manage In Place, Centralised and Hybrid Models, K365 Cloud supports the rapid enterprise adoption of M365 without compromising information management and governance. Pre-configured site templates define how new sites are created, as well as how they are managed after the site is created and how records will be managed in Content Manager.

Lifecycle Policies eliminate site sprawl by managing when a site should be archived or removed from M365, simultaneously managing records compliance with Content Manager.

Key Features

- Web based User and Administration Portal for the management of sites from creation to archiving.
- Ability to standardise M365 site templates, including Channels and Tabs.
- Manage single instance electronic documents in Microsoft 365 with compliance metadata automatically.
- Synchronise electronic documents from Microsoft 365 to CM with automatic retention of document revision history.
- Automatically leave a shortcut in Microsoft 365 for easy reference when moving electronic documents from Microsoft 365 to CM.
- Finalise the record in CM when archiving.
- Apply different Business Classifications and other configuration at multiple levels across Microsoft 365 including Sites, Channels, Folders and Subfolders.
- Minimise system administration by leveraging powerful autoclassification tools.
- Provide automatic archiving of deleted documents into CM to avoid compliance breaches from non-compliant document deletions in Microsoft 365.
- Apply business rules in bulk across Microsoft 365, Sites, Channels, Folders or Subfolders.

Specs

Supported Platforms

- Content Manager 10.0
- Content Manager 10.1
- Content Manager 23.3
- Content Manager 23.4
- Content Manager 24.2
- SharePoint Online

Information for the IT Department

Kapish 365 Cloud (K365) is a server-side web application ("Service Extension") that works in conjunction with CM and the K365 Integrator SharePoint app deployed within an organisation's Microsoft 365 tenancy. K365 automates the capture of Microsoft 365 documents into Content Manager.

Installation of the K365 Service Extension is via a web service, installed under an IIS Web Server on a CM Workgroup server. Installation of the K365 SharePoint app is via the provider-hosted SharePoint App Deployment model and a web part deployed to any site for the administration console.

Talk to us today to find out how our suite of products & services can help you
get the most out of Content Manager