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Thank You

Hello. Again, thank you for the opportunity to demonstrate RocketDMS to you. During that demonstration we will have covered a lot of ground and the purpose of this document is to provide you with some background information to what was covered in the demonstration.

Document Database

All documents are stored in an open-source, freely available document tracking database called Subversion. This is what we believe makes RocketDMS unique among document management systems.

There are many third-party tools and programs available to work with subversion document databases which means that you are not locked into using RocketDMS software and tools to extract documents. In addition document full-text indexes, meta-data and system configuration are all stored in an open and generic SQL database providing the potential for other systems and programs to interact directly with the RocketDMS system. **All document and data storage has been kept as open as possible.**

Subversion is, of course, an extremely powerful and complex database system. RocketDMS hides 99% of that complexity from you providing a simple user interface with only the options and information that you need for document management.

How is a Subversion database installed? We, Pikaia Ltd., will discuss your needs with you, make recommendations and install the database onto a server supplied by you as part of the RocketDMS installation. In many cases the Subversion server software can be installed onto an existing Windows server.

Why Subversion as a document database?

What makes the Subversion repository special is that *it remembers every change* ever written to it: every change to every file, and even changes to the directory tree itself, such as the addition, deletion, and rearrangement of files and directories. Although, by default, the document database will always be presenting you with the latest version of documents it provides the ability to extract a document and full history at any version. The documents are not stored, only changes, making the database very efficient, relatively small and easy to backup.

What is RocketDMS?

RocketDMS takes the power of the Subversion system for document storage and adds document management features:

- Multiple views and grouping of document sets.
- Meta-data entry.
- Meta-data harvesting.
- Full-text indexing.
- Searching.
- Simple user interface.
- Workflow.
- Audit Trails.
- Reports.

Collaborative Document Writing

How is simultaneous document editing handled? When two authors make simultaneous but different changes to a document you have a conflict. When a conflict arises you are presented with three versions of the document:

1. The original before any changes were made.
2. Your changed version.
3. The other author's changed version.

You can choose one of these to commit back to the document store discarding the other two. You are given the opportunity to edit and merge changes from the other author's version into your changed version first.

The specifics of how merging is handled depends upon the document type, the program used to edit those documents and whether or not any third-party merge and difference comparison programs are available. (RocketDMS can be configured to integrate many third-party merge and difference comparison programs.)

Physical Documents

RocketDMS can record, index and search physical documents in one of two ways :

Documents may be scanned (converted into electronic documents) and stored like any other electronic file.

Perhaps even more useful is the feature that allows physical items and locations to be recorded directly into RocketDMS.

Folders and paths can be created in RocketDMS to represent physical locations. These may represent any physical storage container (cities, buildings, rooms, boxes, cabinets, manila folders etc.). You can then create items with a name and associated electronic meta-data within these containers to represent real, physical items. This is not restricted to documents but can be used to reference any item at all.

These physical items will show up within RocketDMS alongside the electronic documents. You can perform searches or employ any of the views in exactly the

same way. You can even print labels for physical containers and items that will show information and data to match what is held within RocketDMS.

Performance

With RocketDMS very little of the processing takes place on the document database server.

This system has been designed to use as much of the client (user) PC processing power as possible. What this means is that, no matter how many users are on the system, the performance, as perceived by a system user, is determined by the performance of their own PC. Most of the indexing, searching and processing is done on each user PC as required and not on a single central server. This architecture provides very good scaling of the system with little loss of performance.

All browser based document management systems, for instance, rely on a single central server for all searching, indexing and processing. The more users of the system the higher the server processing load. RocketDMS, on the other hand, is actually supplied with more processing power for each user PC added to the system.

Import Existing Documents

You already have an extensive set of documents. To get the benefits of using RocketDMS from day one we provide a simple way of getting entire document sets into the system.

Drag and Drop. You can drag and drop a folder onto the RocketDMS program. Everything within that folder and all sub-folders will be imported. During import every document will have internal meta-data harvested into the RocketDMS database and is full-text indexed at the same time. When that operation is complete you are ready to go.

That's right. A single drag and drop operation can import your entire document set into RocketDMS.

If your current document management is a little more complicated we can program an automated conversion for you.

Further Information

Generic Subversion information can be found at the [Subversion website](#).

A few programs that can work directly with the stored documents can be [found here](#).

RocketDMS website : <http://rocketdms.co.nz>

Next Steps

We would like to get you using and gaining the business benefits of the RocketDMS document management system. We recognise that every business has unique requirements and in the current business climate that your time is particularly precious.

If you would like to trial the system for a while we are happy to install and configure a trial system on one of your PCs for free.

We are happy to discuss pricing, installation, training and support packages for any numbers of users.

To do-it-yourself:

Single-user trial. [Download and install](#) the program onto any Windows PC.

Contact Us

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Sincerely

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