



# WHAT'S THE FUTURE OF YOUR ORGANIZATION?

*Transforming information to knowledge to better decision-making only works when you can find the information to be transformed.*

## IT'S COSTING WHAT?

According to Gartner Group, 80% of business is conducted on unstructured information (primarily documents) and doubles every three months. Organizations who do not proactively manage these assets are directly impacting their bottom line. If the **right** people cannot find the **right** information at the **right** time, decision making becomes a guessing game. Costs escalate, opportunities are lost, and productivity decreases.

## SIMPLIFYING INFORMATION MANAGEMENT

Whether your organization is driven by compliance, regulatory authorities or simply good management, implementing an organizational records management solution takes a lot of hard work, planning, and on-going management. For many organizations it is a never ending challenge. We can help!

## THE NEED

Information and Records Management is no longer just a financial compliance issue. It impacts vastly different industries that need to document compliance for a wide range of regulatory bodies, demonstrate multi-national legal compliance, and illustrate a comprehensive audit framework. Developing the policy, processes, deployment, and management of a records management solution involves strong commitment by the organization at a variety of levels. In most organizations, electronic content still remains unmanaged. For many organizations, managing electronic content is no longer an option but a operational requirement.

## THE SOLUTION

The Chartwell Education Group provides the only statistical search and automated classification service in the world that uses concept extraction and compound term processing to achieve the highest precision of information retrieval and classification facilitating compliance with e-Discovery requirements associated with the Federal Rules of Civil Procedure, Sarbanes-Oxley, and the Freedom of Information Act.

Simple to install, integrate, and maintain as a web service, Chartwell delivers fully Service Oriented Architecture (SOA) compliant services and web parts for automated classification and taxonomy management of enterprise content – services can be layered onto other applications or stand alone.

Chartwell offers fully integrated automated classification and taxonomy management into Microsoft SharePoint 2007, SharePoint 2003, SharePoint Service versions 2 and 3, and Microsoft Enterprise Search.

## KEY BENEFITS OF THE CHARTWELL E-DISCOVERY SOLUTION

- Reduce time and cost spent finding information
- Increase productivity
- Improve collaboration and communication
- Make better decisions
- Increase competitive advantages
- Repurpose and reuse information already created

## WHAT ARE YOU WAITING FOR?

The quantifiable benefits of implementing a classification solution to harness the power of your information assets cannot be overestimated. Chartwell can transform your organization's information management program from an overwhelming burden to a "Strategic Asset".

**DO YOU KNOW WHAT YOUR STAFF ARE DOING ALL DAY?**

**25% of their time**  
*(9.5 hours per week)* they are searching for information

**15% of their time**  
they are duplicating information they can't find

**50% of the time or less**  
searchers can't find the information they are seeking

**40% can't find**  
the information they need to do their jobs on their intranets

*That translates conservatively, for an organization of 1,000 knowledge workers to a cost of \$6 million per year spent to recreate information that already exists, or searching for information that either does not exist or is available but simply cannot be found.\**

*\*IDC*

For information about Chartwell Education Group, please email: [info@chartwelleducation.com](mailto:info@chartwelleducation.com)

NEW YORK  
212.488.1596

WASHINGTON, D.C.  
202.887.5050

LONDON  
+44.20.7584.4457