



## SOLUTIONS

Research organizations today face challenges around the high volume of proprietary, sensitive documents and data that must be shared and reiterated among geographically-distributed teams and external collaborators. Most research organizations use email or FTP as the primary way of exchanging data, leading to duplication, rework and lost information. Xythos applications are helping universities, research labs and hospitals around the world to improve collaboration, manage and secure sensitive data, reduce duplication and errors, and increase grant funding by providing:

“The biggest advantage of Xythos is that email is taken out of the mix...we don’t have multiple copies of our product clogging and confusing the process.”

- Secure, auditable, web-based file repository with anywhere, anytime access
- Simple, intuitive user interface that is easy for researchers to adopt
- Integrated document and records management features to track and preserve valuable research results

### *Improve grants management and technology transfer*

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Xythos accelerates pre-grant collaboration at research organizations by providing workspaces for grant preparation. These workspaces provide file-level access control, auditing and email integration, so that researchers can be immediately notified when a new document is uploaded or an existing document is updated within a workspace. Xythos also offers automatic file versioning, eliminating confusion over what the latest version of a document is or where it is stored. Finally, workflow controls keep submissions on schedule with easy-to-use document routing, review and approval features.

For post-grant management, Xythos provides a secure, auditable workspace to store finished research reports and grant proposals. Important research results can be preserved according to institutional or federal guidelines with Xythos’ DoD 5015.2-compliant records management features. As an integrated document and records management solution, Xythos offers a common storage repository for grant requests, historical proposals and document preparation artifacts.



Xythos also assists technology transfer when its time to move research out of the lab, Xythos' WebDAV-compliant server functions as a secure, web-enabled extranet for exchanging research-related content and technology with external partners. Instead of setting up an FTP site, research teams can securely exchange research results, software code and other digital assets—knowing they can be tracked and protected. Record retention and disposition rules can also be applied to any information stored within a Xythos system so that researchers can follow guidelines for how a research product can be held before it needs to be archived or terminated.

## *Speed research collaboration and review*

Xythos speeds research collaboration by providing a central, secure storage location for researchers to manage and exchange their files. Auditable document routing and approval features permit various collaborators to sign-off on documents in a review cycle. Institutions such as the University of Michigan Medical School, use Xythos to manage previously paper-intensive processes, such as MD and PhD admissions, scholar program applications, appointments and promotions, and compliance reviews. Xythos also offers records management features that allow organizations to comply with specific investigative protocols and government regulations.

Xythos delivers the collaboration tools investigators need right inside the applications they already know and use—reducing training requirements and accelerating the research process. Xythos Enterprise Document Manager utilizes open standards-based technologies including Java and WebDAV allowing virtually any application to safely access the Xythos document repository over the web. As a result, researchers can collaborate across the globe while continuing to use their own preferred systems.

## *Manage and secure all research assets*

Xythos provides a central repository to store all types of research information. All Xythos-managed information is automatically indexed and searchable for easy access and discovery—improving information visibility.

For research organizations, email is likely the weakest link in their communications networks—potentially exposing sensitive content within messages and file attachments being shared across vast networks. Xythos addresses this issue by automatically replacing file attachments with secure links. Used in combination with email products such as Lotus Notes or Microsoft Outlook, Xythos turns every attachment into an encrypted file that can be safely shared between organizations. External collaborators don't even need to have a Xythos account in order to safely read and edit content stored in Xythos. Xythos was designed to leverage existing standards for system authentication and security—making it easy to integrate it into an organization's current applications and network infrastructure.

***For more information please call 1.888.4XYTHOS  
or visit [www.xythos.com](http://www.xythos.com)***

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## *Benefits*

Manage compliance standards

Re-deploy paper-dependent administrative functions

Guarantee content integrity

Save shipping and handling costs

Keep critical information safe in case of disaster

Optimize existing IT investments

Improve collaboration between departments, clinics, labs, and other facilities

Empower all levels to work in one secure online environment