



REFILER

RBRO SOLUTIONS

ReFiler ensures that documents are filed in their correct iManage Work locations



- Refile documents to their correct locations based on metadata and templates.
- iManage Work 10 compatible
- iManage Cloud compatible

Ensuring document integrity is a key initiative that allows organizations to get the most out of their iManage Work document management system. The ability to leverage content can be hindered if documents have been filed into the wrong workspaces or removed from their correct workspace, or if imported documents have not been assigned workspaces, or if documents do not have a complete profile or security list.

ReFiler allows administrators to quickly place documents into appropriate folders in the correct workspace, while updating the metadata and security that reflects the new folder where the documents reside.

PRODUCT FEATURES

- Administrators can run a scheduled task to refile documents to the appropriate folder in the correct workspace.
- Increase the speed to launch Microsoft Outlook for FileSite clients, if the user has a large number of shortcuts.
- Once documents have been refiled to their correct location, the metadata and security can be updated based on the workspace or folder where the document is located.
- Documents can be placed into folders using complex business rules or data in external systems.

ReFiler is an RBRO WorkSite System Manager (WSM) snap-in. The RBRO WorkSite System Manager is a proprietary enterprise administration solution that allows organizations to gain a greater degree of control over their iManage Work system through a single source. It is provided at no charge with the purchase of ReFiler or other snap-in tools.

ABOUT RBRO SOLUTIONS

A premiere iManage partner for over 15 years and trusted globally by over 400,000 business users, RBRO Solutions is dedicated to helping organizations get the greatest value from their business content and work processes by extending the power of their iManage Work solution. With over 700 iManage engagements, RBRO applies best practices and know-how to simplify iManage implementations, upgrades and migrations.

RBRO can transform how organizations get work done with adoptable and scalable improvements in business efficiency and agility—that integrate seamlessly across corporate systems—adding value to the iManage Work solution, enabling you to decrease your overall cost of ownership by simplifying tasks and empowering users.

ABOUT IMANAGE

iManage is the leading provider of work product management solutions for legal, accounting and financial services firms and the corporate departments they serve. ILTA's 2017 Innovative Solution Provider of the Year, iManage helps professionals streamline the creation, sharing, governance and security of their work product. Over 3,000 organizations around the world — including more than 2,000 law firms — rely on iManage to help them deliver great client work.

Headquartered in Chicago, IL, iManage is a management-owned company. For more information, please visit imanager.com.



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