

Simplify the generation, management and governance of iManage Work workspaces and templates



- Manage all aspects of iManage Work workspace structures through an intuitive, visual interface
- iManage Work 10 compatible
- iManage Cloud compatible

Workspace Management allows for total administrative control of iManage Work workspace structures through an intuitive visual interface and ensures that workspaces maintain the same structure as their associated templates.

Workspace Management includes *Metadata Management*, a tool that allows administrators to view, edit and add custom values, document classes, applications and document types across all connected iManage Work libraries simultaneously.

PRODUCT FEATURES

- On a scheduled or adhoc basis, automatically generate new workspaces based on pre-configured data definitions and templates, or pulled from multiple external or internal sources
- Create new workspace templates based on existing templates or any existing workspace
- Associate existing workspaces with Workspace Management templates for easy updates
- Easily change or update workspace structures, security and metadata across multiple libraries
- Automatically move sub-folders and their files from one folder to another
- Maintain the structure, profile and security of workspaces so that they consistently match their assigned template
- Update metadata and security on workspaces, folders and documents not associated with a template
- Easily merge duplicate workspaces based on specific criteria

AUTOMATES TASKS FOR CREATING METADATA VALUES IN A LIBRARY

Metadata Management is a tool incorporated into *Workspace Management* that provides the ability to view, edit and add *iManage Work* custom values, document classes, applications and document types across all connected libraries simultaneously. It specifically allows administrators to automatically:

- Add metadata values to iManage Work on a scheduled basis
- Update or modify descriptions of existing metadata values
- Pull metadata information from an external application
- Ensure that descriptions in iManage Work are consistent with an external master system

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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