



GCI PowerTools Viewer is the enterprise-friendly choice for viewing and marking-up content within OpenText Content Server. You can simultaneously view multiple documents and annotate them in a wide variety of different formats, including MS Office documents, PDF, images, and CAD drawings.

PowerTools Viewer's annotation tools allow you to mark important content by highlight text, add sticky notes and stamps, and mark-up where content changes are required. PowerTools Viewer is the ideal choice for simple, efficient and time-saving viewing and collaboration for everyone in your organization.

Many business processes require users to interact with electronic documents in one format or another. While some users may choose to open documents in their native applications, there is often a large set of users who do not have the necessary software installed, or where use of that software may not be appropriate. Business processes require the creation and usage of a variety of electronic documents. Organizations lose time in installing or updating necessary software, and converting documents.

### The enterprise-friendly viewer

By using the PowerTools Viewer, you are able to provide all of your users with this functionality for one low price. With more users being able to view content directly from within your Content Server repository, you will benefit from higher information security, better compliance, time-savings and a reduction in the costs associated with document printing.

PowerTools Viewer provides the ideal solution for viewing and collaborating around documents within Content Server. Its simple-to-use interface enables you and your colleagues from all parts of the organization to quickly open, view, redact and mark-up the content in a wide variety of document formats.

Supported documents can be viewed directly within your web browser, and content can be readily panned and zoomed to assist in reading or locating the appropriate part of a drawing.

#### Benefits

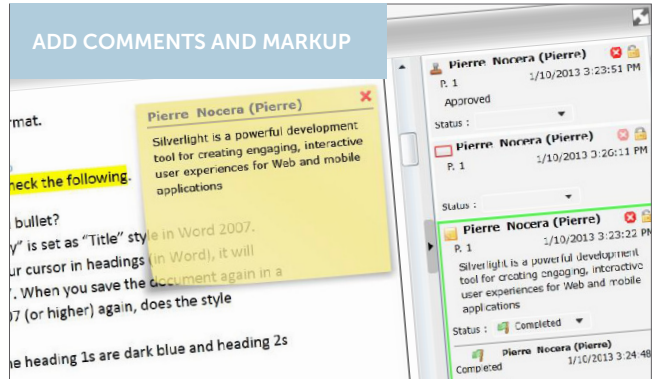
- ✓ Save time and reduce cost by easily sharing, storing and collaborating on documents among users
- ✓ Save money with a server-based licensing model that covers the majority of users' needs
- ✓ Protect sensitive documents by adding dynamic watermarks including username, date, & more
- ✓ Intuitive and user-friendly - no requirement for end-user training
- ✓ Reduce IT overhead with a lightweight, easy to install & maintain viewer that doesn't modify permissions or affect compatibility with other modules
- ✓ Limit document actions across Content Server like the ability to restrict downloading, emailing, or printing sensitive documents

## Integrated into your document workflow

The PowerTools Viewer’s annotation tools allow the easy addition of stamps, highlights and text comments, all of which are stored in Content Server and can be searched using the standard search engine. Optionally, documents can be exported as PDF with mark-up and comments retained. If additional security is needed on top of the existing Content Server permissions for classified or sensitive information, annotations can be locked or exported to encrypted PDFs. Users can also be notified when annotations have been added to a document.

PowerTools Viewer integrates into your document workflows, so that you are not only able to view the documents, but also to open and collaborate/mark-up directly within the Content Server workflow web interface. Users can also be notified when annotations have been added to a document, and you can monitor who has read each document using the “Read and Understood” capability.

In addition, PowerTools Viewer reduces the time you spend trying to locate content by providing the option to enable thumbnail view on any standard folder within your Content Server. A new folder icon indicates that thumbnails are enabled for the folder. Within those folders, documents can be previewed using the included lightbox overlay, which also surfaces common document property information.

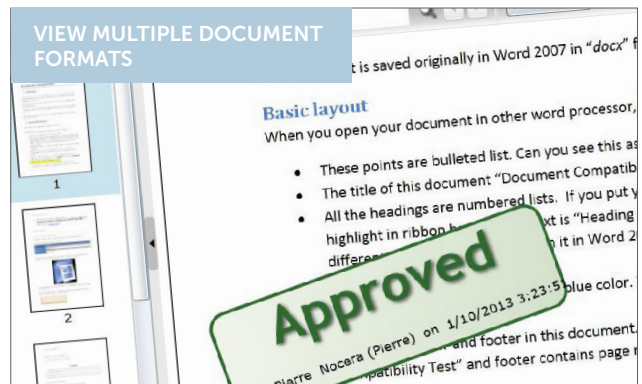


## Easy to administer and install

The PowerTools Viewer also provides extensive administrative controls. For example, administrators can restrict the availability to view or print documents to specific groups of users, as well as specifying the sizes for thumbnail images.

PowerTools Viewer is also incredibly simple to deploy. Unlike alternate viewing solutions which require Java, ActiveX or Flash, PowerTools Viewer uses a lightweight Microsoft SilverLight component which can be easily installed at run-time and does not require users to have administrative permissions on their computer.

GCI PowerTools Viewer is the enterprise-friendly choice for viewing and marking-up content within OpenText Content Server; friendly for users, friendly for system administrators, and friendly on your budget.

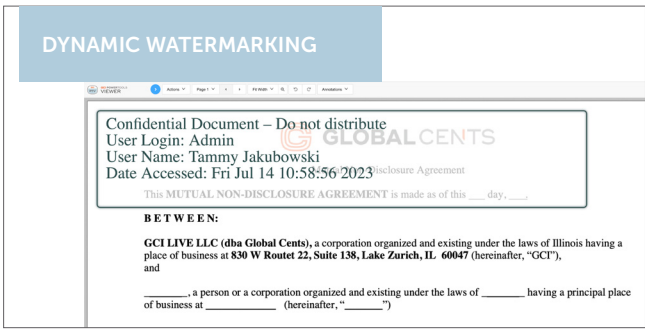
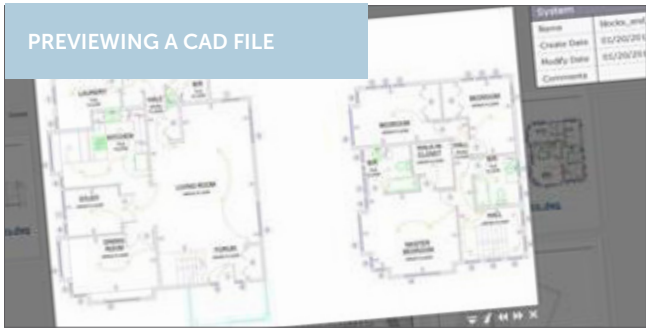


## Protect sensitive documents

Add dynamic watermarks to documents when they are being viewed, printed, or converted to PDF using PowerTools viewer. Limit document actions across Content Server / xECM like the ability to restrict downloading, emailing, or printing certain documents.

Create rules and define criteria that restrict one or more document actions within Content Server/xECM. For example, the criteria can restrict downloading a document that match one or more rules or criteria.

Dynamic watermarks can be applied to documents that match specific rules or criteria. The watermarks can include the name of the user viewing the document, the date/time when the document is being viewed, etc. The Dynamic watermarks can be added when viewing, printing, or converting the documents to PDF within the GCI Viewer.



### Key Features

- ✓ View a variety of document formats directly within the Content Server web interface
- ✓ Mark-up, redact and annotate documents online
- ✓ View, pan, zoom and print sections of a document
- ✓ Display thumbnail images for many common document formats
- ✓ Simple to install and easy to administer
- ✓ Add dynamic watermarks to documents
- ✓ Limit document actions like downloading, emailing, or printing

### Supported document formats include:

- Office documents (DOC, DOCX, PPT, PPTX, XLS, XLSX, Visio)
- Open Office (ODT, etc.)
- Adobe PDF
- Images (BMP, JPEG, GIF, PNG, TIFF)
- CAD (DWG, DXF)

For further information and demonstrations of GCI PowerTools Viewer, please visit our website at [globalcents.com/ptv](http://globalcents.com/ptv) 