

IPRO 371/471



Browser-Based Workgroup Collaboration



Today's Global Business Collaboration Needs



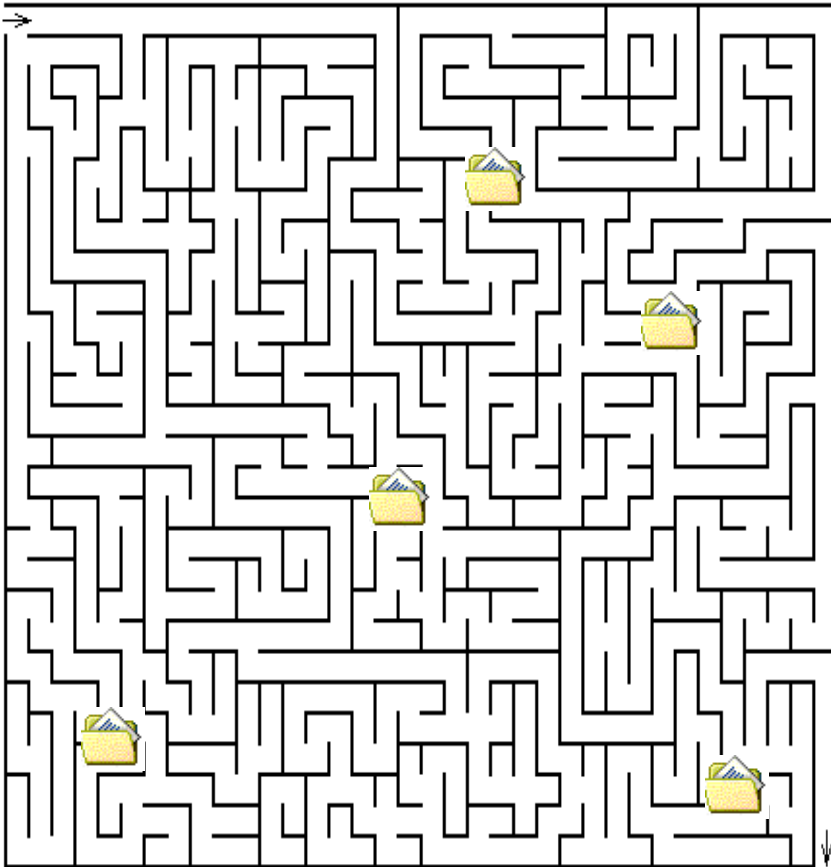
- Global market place
- Remote locations and customers
- Shortened time to market
- Abundance of information

GM EMD's Situation



- Leading locomotive supplier
- Two manufacturing plants:
 - McCook, IL
 - London, Ontario
- Six North American locations
- Products sold on all six continents

Current Collaboration Methods



- Single, networked drive
 - maintenance costs
 - “Sea of files”
- Email attachments
 - No version control
 - No shared repository

The Solution: QuickPlace



- Team oriented website
 - Consistent fees
 - Version control
 - Customizable security
 - Manageable file structure
 - Pervasive compatibility
 - Added features
 - Chat, Calendar, Tasks, Rooms, Notification, etc.

Our Contribution



- Research
- Cost Analysis
- On-site Presentations
- Informational Site

Our Research



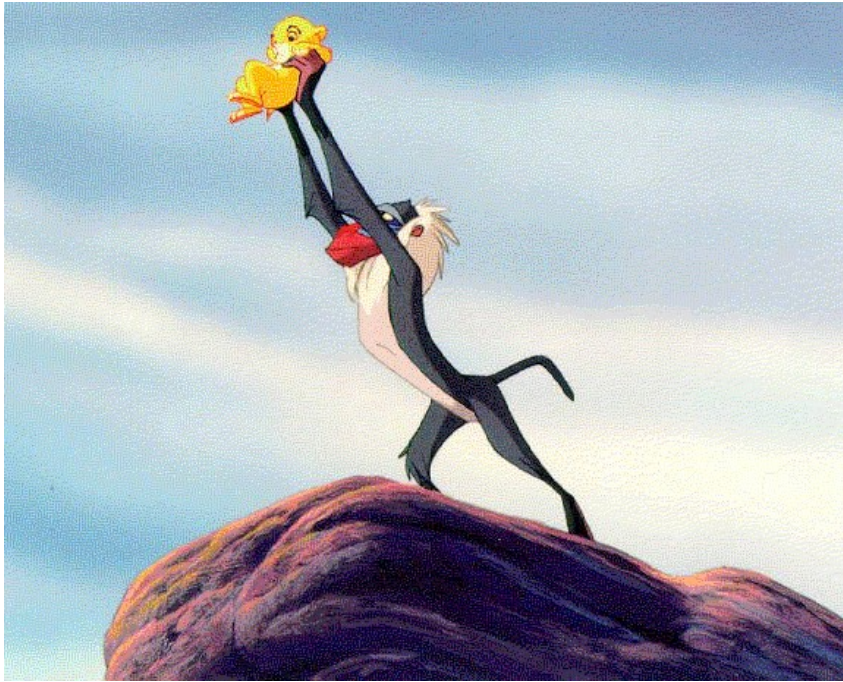
- Investigated QuickPlace
- Investigated other tools
- Interviewed GM employees
- Tested Compatibility
- Documented Limitations

Our Cost Analysis



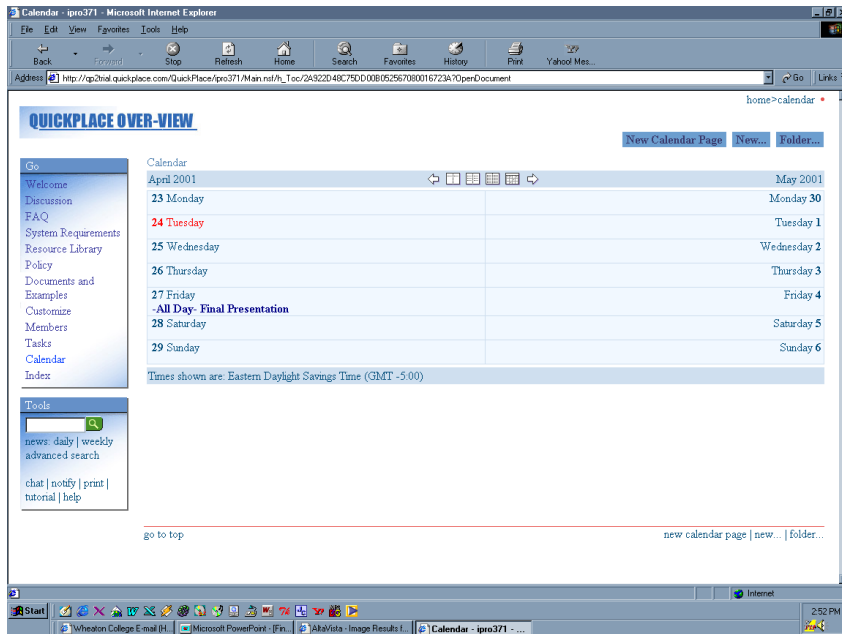
- Current cost structure
- Evaluate costs
 - Corporate
 - Outsourced
 - Internally-Hosted

Our On-Site Presentations



- Overview
- QuickPlace Tutorial
- Unveiling Informational Site
- Q & A Time

Our Informational Site



- Welcome
- FAQ
- System Requirements
- Examples
- Resource Library



Informational QuickPlace Walk Through

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WELCOME

This is a quickplace built to introduce new users to the powerful web-collaboration tool, Lotus Quickplace. This site was built and is being maintained as a joint venture of General Motors Electro-Motive division and The Illinois Institute of Technology.

Lotus Quickplace is a browser-based tool designed specifically to allow users to collaborate with each other in an environment that is easy to create, maintain, and customize. The following are a closer look at the advantages that a work-group would gain by using Lotus Quickplace:

- Instant creation and access by team members located either on or off your local network.
- Easy maintenance of team discussion and documents. All of these are maintained in a single, secure location.
- Creation of rich content using any Microsoft Office application, the Quickplace editor, or other supported applications. Authorship and modifications are easily tracked with Quickplace's check-in/check-out support, adding to the superiority of content delivered by Quickplace.
- A sense of progress gained from Quickplace's task management and the many ways Quickplace keeps team members connected (email integration, chat, weekly updates, etc).

Come on in and look around. Get aquatined with everything Quickplace has to offer. The folders contained here include the development team's discussion forum, a FAQ, a library full of web collaboration resources, corporate policy information, system requirements, and some new Quickplace examples.



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Quickplace FAQ

Frequently Ask Questions

What means of communication does Quick place offer?

Quick place can do real time chat (meetings) and has the capability of email notification. Phone and video net meetings are not part of the Quick place software. Quick place can never work better then face to face.

How does Quick place send out information to a large group of people?

Quick place has the ability to create web pages that are viewable from any location around the world; Input information (large files for example .doc, .exe, .cad, etc) that can be downloaded from LAN directory or FTP sites.

What is the average file size?

The size depends on the restrictions made by the sever administrator. We have successfully sent files of 15mbyte and slightly higher size.

Can CAD files be viewed with in Quick place?

No, CAD files cannot be viewed with in Quick place, however CAD files can be stored on Quick place to be downloaded.

What files can be viewed with in Quick place?

All Microsoft office products work in Quick place and can be viewed graphically.

In what way does Quick place enable web collaboration between groups?

When a page is created in Quick place, it can be selected to notify all members of the group or specific members of the group. Also, Quick place can add people whom can edit the page or just view it at anytime.

Does everyone need a computer to use Quick place?

Yes. Internet access is suggested so the Quick place can be updated. However, Quick place can be worked on offline.

How does Quick place ensure security? For example, password secured access and access to LAN drives and folders that are provided by ISNS through the CSR process.

Quick place ensures security by via password and login name that can be edited through manager status. Quick place can also allow anonymous people to view specific information but only in "read only" status.

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System Requirements

Oliver Jeromin (Oliver Jeromin), 04/22/2001 - 04:18 PM

Lotus QuickPlace Release 2.0.5 (Global Edition)

Server-Side Requirements

- Platforms: NT 4.0 Service Pack 4 or above and Internet Information Server 4.0 or just Solaris v.8 (SPARC)
- Memory: 128 MB minimum (256 MB Recommended)
- DiskSpace: 160 MB minimum free disk space
- Video Card: 256 Colors minimum (true color recommended = 32,768 colors).

Client-Side Requirements

- PlatformPC: IE4 & SP2, IE5.x, NS4.5x or greater
- PlatformMac: Browsing ad authoriting support - IE4, NS4.5x or greater
- Lotus Notes 4.6 and above (using integrated IE4 Operating System:
- Windows 95 and above or
- Windows NT 4.0 and above or
- System 8.6 or
- System 9.0 and above.

Please Note: If Microsoft Office is loaded on the same server that the Server-Side QuickPlace System will reside on, it is quite possible that the client side systems may have access to the microsoft available tools through QuickPlace even if the MS OFFICE does not exist on the client side PC.

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Resource Library

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Conference Hosting Services Conference Hosting Services Sites where you can run forums on the Web without installing software. These services host online discussions for you, so you can operate a forum without having to install and run conferencing software on your own Web site. Contents of this Page •	Oliver Jeromin	04/09/2001
Other Links Related Resources • CGI Resource Index: C-based Bulletin Board Systems • CGI Resource Index: Perl-based Bulletin Board Systems • Collaborative Web Projects (Daniel)	Oliver Jeromin	04/09/2001
Reviews Conferencing Software for the Web Product Reviews, Articles, & Publications • Product Reviews & Articles Nov, 1999 - InfoWorld: "BuzzPower Builds User Interaction" by Jim Snyder June, 1999 - PC World Online: "WebBoard 4.0 Keeps Visitors Chatting" by	Oliver Jeromin	04/09/2001
SW Collab Tools Web Collaboration Software This page provides a couple hundred additional web collaboration tools which you may be able to use to enhance your long-distance and local team efforts. Contents of this Page • Discussions of Web	Oliver Jeromin	04/09/2001

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Documents and Examples

Title▼	Author▼	Modified▼
Creating a Page by Importing a File	Aamir Najam	04/10/2001
Creating a Sample Calendar Page	Ishan Patel	04/10/2001
Creating a Sample Excel Worksheet	Aamir Najam	04/10/2001
Creating a Sample Link Page	Aamir Najam	04/10/2001
Creating a Sample PowerPoint Page	Ishan Patel	04/10/2001
Creating a Sample Task Page	Aamir Najam	04/10/2001
Creating a Sample Word Document	Aamir Najam	04/10/2001
Mintues for Meetings	Oliver Jeromin	03/29/2001
New QuickPlace Version Notes	Aamir Najam	04/05/2001
Sample Excel File	Aamir Najam	04/10/2001
Sample Graphic File	Aamir Najam	04/10/2001
Sample Link Page	Aamir Najam	04/10/2001
Sample PowerPoint Page	Ishan Patel	04/10/2001
Sample Task Page	Aamir Najam	04/10/2001
Sample Word Document	Aamir Najam	04/10/2001
WorkPlace Addons for Version 2.07	Aamir Najam	04/05/2001

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Creating a Page by Importing a File

Aamir Najam, 04/10/2001 - 02:57 AM

Address: http://qg0trial.quickplace.com/QuickPlace/prev071/Main.nsf/(h_Toc:595538F1EB29608F6525670800167214?OpenDocument)

home > documents and examples

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Title	Author	Modified
Minutes for Meetings	Oliver Jeromin	03292001
New QuickPlace Version Notes	Aamir Najam	04/05/2001
WorkPlace Address for Version 2.07	Aamir Najam	04/05/2001

click here for new document

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Address: http://qg0trial.quickplace.com/QuickPlace/prev071/Main.nsf/(h_Toc:595538F1EB29608F6525670800167214?OpenDocument)

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1 What would you like to create?

- Page. Create a new page that can include formatted text, images, and file attachments.
- Imported Page. Create a new page using the contents of an existing file on your computer.
- Calendar Page. Create a new event on the calendar.
- Task Page. Create a new task that can you can assign and track on the Tasks page.
- Microsoft Word Page. Create a page based on a new Microsoft Word document.
- Microsoft Excel Page. Create a page based on a new Microsoft Excel document.
- Microsoft PowerPoint Page. Create a page based on a new Microsoft PowerPoint document.
- Multiple Imported Pages. Create multiple pages using the contents of existing files on your computer.
- Link Page. Create a link to another web page.
- Folder. Create a new folder in which you can put several pages.

2 Click the Next button below when you have finished filling out this form.

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go to top not sure what to do next? click here for helpful hints.

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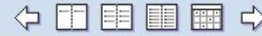
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Calendar

April 2001



April 2001

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
26	27	28	29 03:00 PM IPRO Meeting	30	31	1
2	3	4	5 03:00 PM Meeting	6	7	8
9	10 -All Day- Sample Calendar Page	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27 -All Day- Final Presentation	28	29

Times shown are: Eastern Daylight Savings Time (GMT -5:00)

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Continuing Work



- Summer IPRO
- Further Implementation
- Further EMD Employee Training
- Recommend Cost Containing Policies

Summary



- Improved Productivity Through Collaboration
- Resources
- Training
- How Could QuickPlace Benefit Your Company?