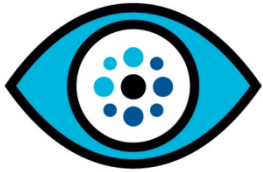


Frequently Asked Questions



This document provides information about the newly released HP TRIM 7.0 including product enhancements and its platform dependencies.

GENERAL	
<p>What is TRIM 7?</p>	<p>HP TRIM version 7 is a scalable, policy driven records management solution with automated rules, classification and workflow capabilities. It allows customers to easily capture, search and manage business information from any source, including all Microsoft SharePoint® content.</p> <p>HP TRIM is the essential foundation for an effective information governance strategy. It improves business efficiencies and integrity of records quickly.</p> <p>With HP TRIM version 7, customers can manage, finalize, relocate and archive SharePoint content including Web 2.0 content, according to established business rules. This process is completely transparent to the user.</p> <p>HP has 25 years of proven experience in records management. HP TRIM is used by some of the largest government, defense and local government organizations around the world.</p>
<p>What's new for HP TRIM Version 7?</p>	<ul style="list-style-type: none"> • Enhanced Microsoft SharePoint 2007 integration • 64-bit support for back-end technology • DoD 5015.2 Version 3 Certification Chapters 2, 3, 4 • Support Microsoft Server 2008 • New web client • New event server engine • Addition of native .NET SDK • Localization for HP TRIM and some modules (Italian, Spanish) • Internationalization – all HP TRIM modules in Unicode
<p>What will the enhanced HP TRIM Version 7 for SharePoint 2007 integration provide?</p>	<p>The current HP TRIM SharePoint integration provides the ability to declare documents into HP TRIM and surface HP TRIM records in SharePoint. The new enhanced HP TRIM Version 7 for SharePoint 2007 integration will:</p> <ul style="list-style-type: none"> • Enable the automatic capture and classification of all SharePoint content in HP TRIM Version 7 • Provide for policy driven compliance for all SharePoint content • All HP TRIM Version 7 content will be able to be surfaced in SharePoint • SharePoint federated search will return both SharePoint and HP TRIM records

<p>What is the difference between Records Management for SharePoint and Site Archiving for SharePoint integration modules?</p>	<p>The HP TRIM for SharePoint Records Management module allows an individual SharePoint user to manage and finalize SharePoint List items as a single step process from within SharePoint. They are also able to search both SharePoint and HP TRIM Version 7 content from within SharePoint.</p> <p>The HP TRIM for SharePoint Archive module allows system administrators and records managers to set lifetime policies on content in SharePoint and also allows them to archive entire sites, and site collections.</p>
<p>How does the HP Site Archiving for SharePoint work?</p>	<p>When SharePoint sites become aged or a project is completed, complete sites can be archived automatically according to the rules established for that site.</p> <p>The site content is removed from SharePoint and archived into HP TRIM. (Note that this reduces the size of your SharePoint which means that when backing up SharePoint, it is in read-only mode for less time.)</p> <p>The user can then search and discover archived content from SharePoint (dependent upon security permissions) and the site or content item can be restored to its original form.</p>
<p>Can customers build and manage new business applications on SharePoint using TRIM?</p>	<p>Organizations can confidently build new business applications on the SharePoint platform and seamlessly manage the content from these applications in HP TRIM, according to their records management policies.</p>
<p>Is the SharePoint integration localized?</p>	<p>No. The HP TRIM for SharePoint modules are in English.</p>
<p>What type of content can TRIM search and store?</p>	<p>Today, HP TRIM 7 can manage most any content type from any source including Web 2.0 content created in Microsoft SharePoint. You can search and retrieve any content item from SharePoint or HP TRIM.</p>
<p>What will the new web client provide?</p>	<p>The new web client for HP TRIM Version 7 will include replacement functionality for the retired <i>ice</i> web client. This web client is a wholly owned and developed web client from HP Software R&D.</p> <p>The web client is based on ASP and JavaScript using the extended JavaScript Toolkit, and runs on IIS.</p> <p>The functionality includes create, search, check in/out and workflow activity initiation and completion, while maintaining the same security and integrity of the rich client.</p> <p>The new web client will mirror relevant user settings between rich and zero footprint clients.</p>
<p>Is HP TRIM Version 7 certified for DoD 5015.2 Version 3?</p>	<p>HP TRIM Version 7 has completed certification for DOD 5015.2 Version 3</p> <ul style="list-style-type: none"> • Mandatory Requirements – Chapter 2 and Chapter 5 • Management of Classified Records – Chapter 3 • Managing Records for the Privacy Act and the Freedom of Information Act – Chapter 4 • Non Mandatory Features – Chapter 6 <p>The DoD certification release will be generally available with HP TRIM Version 7.</p> <p>HP TRIM was first certified against DoD 5015 in 1998 and has consistently maintained this certification.</p>
<p>How does TRIM ensure content remains secure?</p>	<p>HP TRIM uses an AND security model with the use of security levels and caveats to control access, which is essential for government and other regulated industries. HP TRIM is certified to DoD 5015.2 V3 for classified records, the most rigorous security standard.</p> <p>HP TRIM provides fully secure audit controls at a granular level for all activities performed and audit trail information is maintained in context.</p>



<p>What other standards does HP TRIM Version 7 support?</p>	<p>HP TRIM complies with or has received accreditation for</p> <ul style="list-style-type: none"> • The National Archives (TNA) of the United Kingdom TNA 2002 • Victorian Electronic Record Strategy (VERS) standard • US FDA 21 CFR 11 digital signature rendition <p>HP TRIM supports adherence to standards</p> <ul style="list-style-type: none"> • ISO 15489, the international standard for records management • The Basel Capital Accord (Basel II). • Model Requirements for the Management of Electronic Records (MoReq) • ISO 2788, guidelines for the establishment and development of monolingual thesauri • British standard BSI DISC PD0008 for Legal Admissibility and Evidential Weight of ESI • U.S. Federal Rules of Civil Procedure • Section 508 of the U.S. Rehabilitation Act • Microsoft® Accessibility Architecture (MSAA) Compatibility.
<p>Are there any HP TRIM modules that will be discontinued?</p>	<p>All modules of HP TRIM will continue with the exception of <i>ice</i> and current SharePoint Integration TCSI.</p> <p><i>ice</i> will be discontinued and replaced with a new and advanced web client. There is no additional licence fee for the new web client.</p> <p>SharePoint Integration TCSI will be replaced in HP TRIM Version 7 with the new enhanced Microsoft SharePoint 2007 Integration. Existing HP TRIM SharePoint integration customers will be provided with modules to replace existing functionality.</p> <p><i>Note:</i> Customers will have to work with HP IM Services for migration support from <i>ice</i> to the new HP TRIM Version 7 web client.</p> <p>Customers will have to work with HP IM Services when moving from the current HP TRIM 6.X SharePoint Integration TCSI to HP TRIM Version 7 SharePoint integration.</p>
<p>What does localization mean?</p>	<p>Localization of a product means to translate the interfaces of the product into a particular language. For example HP TRIM currently supports Dutch as localization, with an interface specifically in Dutch. Unicode support does not mean that a product is localized, but can be localized.</p>
<p>What languages will be supported?</p>	<ul style="list-style-type: none"> • English International • English - US • French • Dutch • German • Italian • Spanish <p><i>Note:</i> The new HP TRIM Version 7 SharePoint integration modules will provide language support for English only. Peripheral applications Meeting Manager, Active Directory Synchronization, Lotus Notes integration, Novell GroupWise integration, TRIMScan and Document Assembly will provide language support for English only.</p>
<p>Licensing</p>	
<p>Do I need to purchase the new web client as a separate module?</p>	<p>No. The Web Client is included in the base module of HP TRIM Version 7</p>
<p>Do I need another license to use HP TRIM Version 7 and SharePoint for the same user?</p>	<p>Other than licensing the SharePoint Integration that you require, no. HP TRIM Version 7 licenses allow the same named user to use all the interfaces to HP TRIM Version 7 without a requirement for a second user license.</p>



<p>How much does HP TRIM Version 7 cost?</p>	<p>HP TRIM is licensed as a base system with additional optional modules. The system is licensed on a named user basis (and the number of users for each of the optional modules will be equal to the number of users of the base product). HP TRIM software pricing is structured in named user bundles which are 1, 5, 10, 50, and 100 named users. The larger the number of users the larger the volume discount that is provided.</p>
<p>Existing TRIM users</p>	
<p>I have a maintenance contract. Will I have to pay for the upgrade?</p>	<p>You are entitled to the new release of the software for the seats and modules you are licensed for.</p> <p>Details on how to upgrade your current HP TRIM installation are included in the general documentation.</p>
<p>What is the upgrade path?</p>	<p>HP TRIM Version 7 is a major architectural change that will support both 64-bit and 32-bit systems. The upgrade path will be via the previous major version only.</p> <p>For HP TRIM 6R2, upgrade clients and servers to HP TRIM Version 7 in a single step or upgrade clients gradually and once all HP TRIM Version 7 clients have been deployed, then upgrade all servers to HP TRIM Version 7.</p> <p>For HP TRIM 6.1.X an upgrade of clients and servers to HP TRIM 6R2 is required as an interim step. Then follow the upgrade path from HP TRIM 6R2.</p> <p>Please note that HP TRIM Version 7 clients can connect to HP TRIM 6R2 servers but cannot connect to HP TRIM 6.1.X or earlier servers.</p>
<p>I am running HP TRIM 6.1.X. What can I do to prepare for HP TRIM Version 7?</p>	<p>Start planning to move to HP TRIM 6R2.X as soon as possible and avail yourself of the features and functions of 6R2.</p> <p>You have the staged rollout option to upgrade all clients to HP TRIM 6R2, continuing to talk to HP TRIM 6.1 back end, and then in one step upgrade all clients to Version 7 and the HP TRIM server to Version 7.</p>
<p>I am running HP TRIM 6R2.X. What can I do to prepare for HP TRIM Version 7?</p>	<p>Review the platform dependencies of HP TRIM Version 7 in the compatibility matrix at http://support.openview.hp.com/sc/support_matrices.jsp and plan for that infrastructure.</p>
<p>TECHNICAL</p>	
<p>Can HP TRIM Version 7 manage physical objects/documents?</p>	<p>Yes. HP TRIM Version 7 maintains the same degree of support for physical records as the previous versions.</p>
<p>What does 'HP TRIM Version 7 Supports Unicode' mean?</p>	<p>Unicode is a standard for representing different languages. HP TRIM Version 7 now supports this standard, and as such will be able to add additional languages in the future, further supporting the effort of HP to take HP TRIM global.</p>
<p>What are the implications of Unicode?</p>	<p>HP TRIM Version 7 will support Unicode using UTF-8 encoding. Supporting Unicode means that HP TRIM will be ready for languages such as simplified Chinese, Japanese, and Arabic.</p> <p>It will not support such languages until localisation is implemented for each language. Additional development is also required to support search and indexing of native content.</p> <p>With HP TRIM Version 7:</p> <ul style="list-style-type: none"> • You can store data in either ANSI or Unicode, depending on your dataset format. • HP TRIM provides a tool to convert your dataset from ANSI to Unicode, but not back again. As with all Unicode databases, it is important to note that the size of the



	<p>database will increase significantly (potentially up to 100% or more) upon conversion. This is due to the nature of Unicode information being stored with every piece of data in the database.</p> <ul style="list-style-type: none"> HP TRIM detects if the dataset is ANSI or Unicode, and allows/denies storage of data accordingly.
Does Unicode support mean HP TRIM Version 7 can support double byte languages?	It is possible that HP TRIM will be able to support double byte languages like simplified Chinese and Japanese, in the future, but localization will be required for HP TRIM to be used in these languages.
Will HP TRIM Version 7 be supported on 64-bit clients?	Yes, HP TRIM Version 7 will run on 64-bit clients, there are some parts of the client interface that may still use 32-bit code, but this is supported on a 64-bit Windows client.
What does support for 64-bit mean?	<p>HP TRIM Version 7 will run on 64-bit and 32-bit platforms.</p> <p>HP TRIM 32-bit applications will run on 64-bit platforms. The converse is not true.</p> <p>HP TRIM 32-bit clients can work with a separate HP TRIM 64-bit server and HP TRIM 64-bit clients can work with a separate HP TRIM 32-bit server.</p> <p>HP TRIM 32-bit servers and HP TRIM 64-bit servers cannot coexist on the same machine. 32 Bit and 64 Bit servers on separate machines can exist in the same TRIM environment.</p>
Is a client installation required to get full functionality from the SharePoint integration?	No. The SharePoint integration utilizes the web client from HP TRIM Version 7 to integrate with SharePoint, and no client installation of HP TRIM Version 7 is required for the use of this integration.
Can I customize the web client?	Yes. Some customization is available, but by design the web client is meant to replicate the look and feel of the HP TRIM rich clients.
Can I upgrade from <i>ice</i> to the new web client?	There is no upgrade path from <i>ice</i> to the new web client. <i>ice</i> will continue to be supported on HP TRIM 6R2. If you do plan to upgrade to TRIM 7 and have a heavily customized implementation of <i>ice</i> please note any existing customization of <i>ice</i> cannot be transferred to the new web client. Any records stored in HP TRIM Version 7 are accessible from the new web client, without a need to 'upgrade' <i>ice</i> .
Do I have to be running 64 Windows Servers to install HP TRIM Version 7?	No. For the most part HP TRIM Version 7 still supports 32-bit servers. The exception is the SharePoint modules. They require 64-bit SharePoint and as such 64-bit Windows Server.
What operating system and database platforms will HP TRIM Version 7 support?	<p>HP TRIM Version 7 server support</p> <ul style="list-style-type: none"> Windows Server 2008 - 32-bit TRIM on 32-bit operating systems Windows Server 2008 - 32-bit TRIM on 64-bit operating systems Windows Server 2008 - 64-bit TRIM on 64-bit operating systems Windows Server 2003 R2 SP2 <p>HP TRIM Version 7 rich clients (Administration and Desktop)</p> <ul style="list-style-type: none"> Microsoft Windows SP3 Microsoft Windows Vista SP1 (32-bit or 64 bit) Microsoft Windows 7 (32 bit or 64 bit) <p>RDBMS</p> <ul style="list-style-type: none"> Microsoft SQL 2005 - 32-bit Microsoft SQL 2005 - 64-bit Microsoft SQL 2008 - 64-bit Oracle 10g (32 bit and 64 bit), Oracle 11g (32 bit and 64 bit) IBM DB2 UDB 9.5 (32 bit and 64 bit)



<p>What email and Microsoft Office versions will be supported?</p>	<p>Email integration</p> <ul style="list-style-type: none"> • Microsoft Outlook 2003 • Microsoft Outlook 2007 • Novell GroupWise 7.0 • Lotus Notes 7 <p>Office integration</p> <ul style="list-style-type: none"> • Microsoft Office 2003 • Microsoft Office 2007 • Microsoft Project 2003 • Microsoft Project 2007
<p>What platforms will HP TRIM Version 7 no longer support?</p>	<p>HP TRIM Version 7 server support</p> <ul style="list-style-type: none"> • HP TRIM Version 7 will not support Microsoft Windows 2000 • HP TRIM Version 7 will not support Windows Server 2003 • HP TRIM Version 7 will not support Microsoft Windows 2000 • HP TRIM Version 7 will not support Microsoft Windows XP SP1 • HP TRIM Version 7 will not support Windows Server 2003 <p>RDBMS</p> <ul style="list-style-type: none"> • HP TRIM Version 7 will not support SQL 2000 • HP TRIM Version 7 will not support Microsoft Jet (old demo environments) • HP TRIM Version 7 will not support Oracle 9i • HP TRIM Version 7 will not support IBM DB2 UDB 7.1, 7.2, 8.5 <p>Existing email integration</p> <ul style="list-style-type: none"> • HP TRIM Version 7 will not support Microsoft Outlook 2000 • HP TRIM Version 7 will not support Microsoft Outlook XP • HP TRIM Version 7 will not support Novell GroupWise 6.03 • HP TRIM Version 7 will not support GroupWise 6.5 • HP TRIM Version 7 will not support Lotus Notes 6 • HP TRIM Version 7 will not support Lotus Notes 6.5 • HP TRIM Version 7 will not support Corel Word Perfect 2000 SP4

For more information:

For more information on HP TRIM documentation, evaluation software, and QuickSpecs, please visit HP TRIM Web site www.hp.com/go/hptrim

For details on best practices, insight from industry experts, and blogs, visit HP Information Management Digital Hub www.hp.com/go/imhub/hptrim

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