

WorkPoint Archiving

A proven standard software system for extracting data to National Archives.



STANDARD
SOFTWARE ON
SHAREPOINT

Public companies and organisations who are obliged to deliver content to National Archives or similar institutions, often face a complex and costly project. Getting the correct data retrieved as well as exported from the system and converted to the correct format is a serious undertaking.

With WorkPoint Archiving software we've extracted and delivered more than 100 archive versions to National Archives. A structured procedure ensures safe and timely delivery of your data.

Procedure

- The content of data and documentation is determined with National Archives
- Provisioning of database including description of data boxes
- Retrieving and extracting data and files
- Neutralizing of data format ¹
- Conversion of data and files to required country formats
- Examination of archive version including checking of error lists
- Final archive version delivered to state archive

In some countries data is not allowed to leave the country. Our conversion tool is used on-prem with one of our partners, and data and documents never leave the country.

Benefits

By using WorkPoint Archiving software and our extensive know-how, your obligation to deliver data is in safe hands. Together with our partners we offer:

- Professional consulting about delivering content to National Archives
- Management of the entire process from retrieval over conversion to final delivery
- Guaranteed approval of delivery
- A fixed budget
- A standard converter to the Danish and Icelandic government requirements. More standards to other countries will follow

¹ Supported types of files:

BMP, PNG, GIF, JPG, JPEG, PPTX, PPTM, PPT, XLSX, XLSM, XLS, DOCX, DOCM, DOC, MSG, TXT, XML, PDF, .CSV
Other types of files are treated as special documents and handled manually.

Prices

WorkPoint offers the delivery both as a subscription solution and as a project.

The advantage of the subscription solution is that the organization is guaranteed that data and documents can be extracted and that these can be delivered in a format that complies with the legal requirements - even if these requirements have changed during the subscription period.

Subscription price:

WorkPoint / WorkPoint365 archive platform	3,500 DKK 471 € / month
Advisory package at delivery	175,000 DKK 23,554 €
Data- and Document extraction, basic fee	50,000 DKK 6,730 €
Document extraction, per document	0.05 DKK 0.007 €
Document conversion standard document, basic fee	50,000 DKK 6,730 €
Document conversion standard document, per document	0.10 DKK 0.014 €
Document conversion special document, per document	1.00 DKK 0.14 €

Project price:

Please call us for a project price without subscription at:
 phone + 45 76 110 110

Get in touch

For pricing and demonstration of WorkPoint Archiving please contact us or one of our partners. Please view our partner list at: www.workpoint365.com

WorkPoint Archiving

