



## Organisation Name

LifeArc

## Location

United Kingdom

## Sector

Charity (Medical Research)

## Project

Documentum to SharePoint Online, OneDrive and Teams Migration.

LifeArc benefits from centralised and improved accessibility of its business and scientific data by moving to Office 365 and Teams.

<https://www.gov.uk/government/organisations/department-for-education>



## CASE STUDY SUMMARY

LifeArc is a life sciences charity focused on improving human health by adding value to early-stage scientific research.

The purpose of the year-long migration and Office 365 adoption project was to migrate away from the Documentum ECM system and take advantage of the functionality, mobility and enhanced security offered by M365 services like SharePoint Online, OneDrive and Teams. This would enable LifeArc to collaborate with their scientific and charitable partners whilst protecting the intellectual property in their research.

## THE CHALLENGES



### Cumbersome access to documents

Access to documents in the source system was cumbersome due to restrictions and pre-requisites around browser plugins and software and employees lacked the motivation to engage with the interface that was available.



### Significant restructuring of file systems and processes

A significant restructuring of the file systems and processes was required to align with how records need to be stored and accessed in SharePoint Online.



### Strict migration timeline

Adherence to a strict migration timeline was mandatory to prevent additional costs due to renewal costs of Documentum license and support.



### Updating proprietary formats and labels.

Migrating from Documentum was not an easy process due to issues around proprietary formats and labels from the original locations. This included LifeArc's Intellectual Property Management Systems being tightly integrated with assets stored in Documentum, which required updating for migration. The business process relied on external systems that has a tight integration with documents stored within Documentum.



## THE STRATEGY & SOLUTION

As part of a holistic O365 adoption strategy, proper project management plans were created, agreed upon and executed from both sides. Necessary governance was set up within O365 as well as a clear and effective communications and training plan was put in place to guarantee successful adoption of O365.

### Customised Migration

All enterprise content was migrated from cabinets in the Documentum system to specially provisioned department sites on SharePoint Online, while all user content was migrated to their individual OneDrive allocations.

### Secure Content Migration

Content was made secure by translating security policies (in adherence with strict regulatory requirements for the Finance and HR depts) from Documentum to SharePoint.

### Creating User-Friendly Interfaces

A user-friendly interface was provided for all users to work with which included the ability to co-author documents and leverage integrated solutions to auto-tag content, especially for the Legal department.

### Deploying Microsoft Teams For Project Work

A dedicated area for the Projects team to work on active and closed projects was created along with custom SPFx components to facilitate better working with projects. Deploying Microsoft Teams for these projects provided users the platform for better project collaboration.

### Ensuring Data Integrity

To ensure data integrity, data corruption in the source was resolved using Proventeq Migration Accelerator and third-party systems integrating to Documentum (such as the Intellectual Property management platform) were updated.

## THE RESULTS

### Significant reduction in annual costs

Improved collaboration and compliance of the document management system because SharePoint and Teams, in conjunction with the Office 365 suite, creates a virtual workplace where teams can meet, collaborate, complete tasks and work on documents from a centrally based repository. SharePoint enables employees to access business content from anywhere and from multiple starting points (e.g. O365 apps, iOS apps, browsers, etc.).

By transitioning to SharePoint Online, LifeArc has been able to make significant (up to 80%) cost savings by reducing licensing, infrastructure, and support costs.

Easier but more powerful administration and management coupled with provisions for Data Loss Prevention to protect LifeArc's academic research.

**80%** COST REDUCTION ↓

**7.3** MILLION ITEMS ↑  
migrated to Office

*"Moving to Office 365 was a key component of our on-going plan to centralise and improve accessibility and gain more meaningful insights from our business and scientific data. Working closely with Proventeq as our specialist technical partner, we were able to migrate from our legacy content management platform into Office 365 with confidence."*

ADAM LYTHGOE

IT Manager, Business Services, LifeArc