Using ConOrg as a dynamic document handling system

The task of the appropriate handling of the intellectual capital in a firm is gaining higher and higher priority. The way preservation of the knowledge assets usually depends on the type of knowledge – it can be based either on personalisation or codification. Among its many tasks, the field of document handling has exceptional importance.

The name ConOrg is synthesised from the words of Connection Organiser – the system is one of the results of a research project committed at the Department of Information and Knowledge management (BUTE). During the design phase of the system, we emphasised the support of forming new human relations by exploiting the new generation of communication channels.

The ConOrg system supports both key approaches: codification and personalisation. This is implemented by the following functions:

- E–mail (on demand: SMS) multicast
- Integrated messaging system
- Integrated file sharing subsystem
- On–line chat feature
- Integrated electronic dashboard

Moreover:

Meeting organiser module

Using this option, we can specify the possible date intervals for meetings, and the system will assist us in fixing the date and the time of the appointments.

Throughout the entire functionality, the main communication channel between the system and the users is the Internet, so the system offers a wide range of communication solutions.

Innovative solution – self-extending databases

The ConOrg includes a metadata-driven database that can be customised even at the level of data structure. Due to its flexibility, the range of possible use cases is extremely wide.

If we intend to use ConOrg in a Human Resource handling environment, we will see that the distinctive feature of ConOrg is the way of data insertion and maintenance. The users have a virtual personal data page, which can be easily edited by them. The process of data insertion and modification is simplified enough to gain support from the users' side. The correlation between the efficiency of the system and the amount of data stored in it can also be a motivating feature for any user.

The system described above is not only capable of storing virtual personal data pages, but has the capability of storing data of various objects in a customisable data structure (for example data and metadata of documents). We can also define relations among our stored objects and perform complex search operations that use these connections.

No action described above requires advanced database handling skills.

As a counterpart for the described functions, the users are also supported by sophisticated authentication-, access- and right-handling subsystems.