DigitalOffice

Transform your business with an accessible and modern digitalization solution, perfect for enhancing efficiency and competitiveness

THE ROAD TO BUSINESS DIGITALIZATION
Dynamic and modern solution for business digitalization

Digitalization and management of company information

In the digital age, a company's ability to adapt and innovate is crucial for its success. The digitalization of corporate information management is not just a choice but a necessity that leads to significant competitive advantages. Through digitalization, companies can transform how they collect, store, and analyze data, making information more accessible, secure, and manageable.
The digitalization goes beyond the dematerialization of documents, but it includes the automation of processes that were previously manual. A conscious and well-organized transition to digitalization offers advantages that far exceed the simple conversion of documents from paper to digital. Here are some inherent benefits:

Organization and structuring of information
Harnessing digitalization not only makes data more accessible and manageable but also provides a unique opportunity to organize and structure information effectively.

Accessibility and retrieval of information
Digitalization, if well organized and supported by the right tools, improves accessibility and simplifies information retrieval, thereby optimizing company time and resources.

Process automation
Digitalization involves using technology to automate repetitive processes, reducing manual workload and increasing operational precision and efficiency.

Reduction of redundancy
Well-structured digitalization reduces information redundancy, improving efficiency in data management and ensuring greater consistency and quality of corporate information.

Security and access permissions
Assisted by proper structuring, digitalization optimizes security and access permission management, ensuring accurate and differentiated control over information.

Versioning and traceability
Structured digitalization of corporate data facilitates versioning and traceability of information, allowing for monitoring of changes, ensuring compliance, and enhancing historical document management.

Environmental sustainability
Last but not least, the reduction in paper usage and optimization of resources through digital business practices can contribute to a reduced environmental impact.

Open source solutions

Open-source software are programs whose source code is open and freely accessible to anyone. Open source is not just a definition of software but also a philosophy and a collaborative development model.

Open-source software has successfully emerged since the early days of computing, thanks to its collaborative and transparent nature that encourages innovation, reduces costs, and enhances security through open code review by a global community of developers.

The digitalization of corporate information also involves adopting open-source solutions, which brings significant advantages:

Economy
Most open-source software is free and does not require license or purchase costs, making the adoption of these solutions a particularly cost-effective option for the business digitalization process.

Customization and flexibility
The code of open-source solutions, being free and accessible, offers the opportunity to be modified and customized in detail to fit perfectly to specific needs.

Community of support and continuous innovation
Open-source software is often developed by global communities of programmers who contribute voluntarily or through corporate sponsorships, accelerating innovation and enhancing software quality.

Integration between solutions
Open source offers significant advantages regarding the integration of different solutions, facilitating the creation of more cohesive and functional systems by adopting open standards, which promote interoperability among different systems and applications.

Promotion of innovation
The collaborative nature of open source accelerates innovation and the spread of technologies, as among developers, it encourages knowledge sharing, facilitates rapid iteration, generates diversity of ideas and approaches, and supports greater scalability and flexibility.

Cloud Services vs. local management

In recent years, the adoption of services delivered on cloud platforms has grown exponentially, driven by the numerous advantages this technology offers. Among these, scalability of solutions, significant cost savings on hardware acquisition and maintenance, as well as advanced capabilities for disaster recovery, automatic backup, and constant updates, greatly enhancing operational efficiency.

However, the cloud solution also has disadvantages. Dependency on an external provider can limit operational flexibility, while inconsistency in service performance can

affect user experience. Moreover, limitations on controlled data management and concerns about security and privacy, exacerbated by the nature of Internet distribution, are particularly notable.

Un'altra dimensione emergente è l'integrazione dell'intelligenza artificiale nei servizi cloud, che, nonostante offra vantaggi notevoli come l'automazione e l'analisi predittiva, presenta sfide legate alla gestione imprevedibile degli algoritmi. Questi possono, involontariamente, acquisire e divulgare informazioni sensibili, un rischio non trascurabile per le aziende che gestiscono dati critici.

For this reason, Digital Office has opted for an on-premise approach in managing sensitive data and corporate know-how. This choice ensures tighter and more direct control, meeting the security and privacy needs of companies requiring internal and localized management of their digital resources. This peculiarity distinguishes Digital Office in the landscape of digital services, offering a robust solution tailored to the needs of those requiring maximum confidentiality and security, while remaining dynamic and flexible, primarily thanks to its open-source solutions.

Digital Office tools

The philosophy of Digital Office is based on providing advanced tools that facilitate business digitalization. The offering, extensive and constantly evolving, is supported by an analysis team committed to continuous research and experimentation with the most renowned and discussed open-source software in the industry.

Rigorous testing ensures that these applications are perfectly integrated with each other and equipped with communication protocols and functionalities suitable for the corporate environment, without neglecting user-friendliness and the ergonomics of the user interface. At the same time, particular attention is paid to the simplicity of use and the design of the user interface to ensure an optimal experience for corporate users. This commitment allows us to regularly integrate the latest innovations into Digital Office, keeping our platform at the forefront. In this section of the whitepaper, we present a detailed analysis of each tool integrated into Digital Office, updated to the state-of-the-art at the time of publication.

mywiki
A highly underestimated aspect in companies is the preservation of corporate know-how, an intellectual capital that needs to be protected, cultivated, and valued.
Digital Office offers a customized configuration of the open-source application DokuWiki, a Knowledge Management System that allows for the electronic collection, preservation, and consultation of corporate knowledge in a single accessible repository. More information is available in the dedicated whitepaper accessible on the portal https://www.myobejct.eu/mywiki.

Paperless
One of the major challenges in corporate digitalization is the replacement of paper documentation. For this challenge, Digital Office relies on Paperless-ngx, a powerful, dynamic, and user-friendly open-source application for this purpose. Discover the features of electronic document management and Paperless-ngx by consulting the dedicated whitepaper on the portal https://www.myobject.eu/paperless.

HedgeDoc

It's an open-source platform for real-time collaboration on Markdown documents. HedgeDoc allows users to create, edit, and share text documents in a collaborative environment, supporting features such as real-time viewing of changes, inserting multimedia content like images and videos, and the ability to export documents in various formats such as HTML, PDF, and others.

It's a useful solution for jointly drafting notes, documenting projects, and creating collaborative content. It also offers features for organizing meetings, workshops, and seminars, making information sharing efficient and immediate.

Keycloak

Keycloak is an open-source platform that provides tools for user authentication, authorization, and identity management relative to Digital Office tools. It offers an intuitive user interface and flexible configuration to meet various security requirements.

It can be integrated with various platforms and services thanks to support for standardized protocols like OAuth2, OpenID Connect, and SAML. This means it can also interface with many other applications outside of Digital Office.

Keycloak can be defined as the "glue" of all Digital Office tools, as it can be used (but is strongly recommended) as the single platform for access management. Furthermore, it simplifies IT administration and strengthens the corporate security culture.

LetsEncrypt

Let's Encrypt is a free, automated, and open certificate authority provided as a public service by the Internet Security Research Group (ISRG). It was created with the goal of making HTTPS encryption accessible and easy to implement for all websites, contributing to building a safer and more private internet.

It possesses powerful automation features, such as the process of obtaining, renewing, and installing SSL/TLS certificates, which are essential for HTTPS encryption. It is completely free, user-friendly, and enjoys broad community support, with many large companies and technology organizations also being part of it.

Let's Encrypt has revolutionized the way SSL/TLS certificates are distributed and managed, democratizing access to encryption for websites and significantly contributing to the security of the entire internet ecosystem.

Docker

Docker is extremely useful as a platform for running and managing business applications in production environments because it ensures that applications run consistently across every environment. It encapsulates each individual application into an isolated container, providing significant improvements in security and fault containment, thereby limiting the spread of anomalies throughout the system. Docker containers use fewer resources compared to traditional virtual machines because they share the host operating system kernel and do not require a complete operating system for each instance. This allows for running multiple applications on the same physical hardware, reducing infrastructure costs. Additionally, Docker has robust orchestration systems used to automatically manage resource distribution in a more dynamic and efficient manner.
Finally, Docker allows for the creation of test environments that are exact replicas of production environments, simplifying and improving the reliability of testing in production environments.

Our offer

With Digital Office, we offer companies an advanced tool to achieve a high level of digitalization in information management and sharing within their ecosystem. This tool is accessible to all companies, not only in terms of ease of implementation and management, thanks to the support of our qualified team at myobject srls, but also from an economic standpoint. In fact, the adoption of open-source tools eliminates licensing costs, making Digital Office a particularly cost-effective solution.
Our offer consists of the following characteristics:

Preliminary assessment of business needs

A first exchange to understand the breadth of the company and the structure of its departments, in order to identify the key areas to incorporate into Digital Office. This is an essential step to outline the specific departments and dimensions that will benefit from the service.

System installation

We foresee the provision of a dedicated virtual machine, if not already provided by the client, configuration on the company network, including user access, and finally the installation of Digital Office applications.

Application startup

It involves a detailed analysis of how to structure the information within the applications, the definition of departmental scopes and their respective users, with whom suitable user groups can be created.

Training

A fundamental element to trigger the preservation of corporate knowledge. Through it, not only will instructions be provided to make the most of the software, but, even more importantly, users will be encouraged to actively utilize it, highlighting the crucial value of their collective participation to empower them.

Routine system maintenance
Ensure that it is always updated with the latest versions and bug fixes, both for the system and for the software and related plugins. It also includes monitoring the access system, monitoring intrusion attempts, updating user credentials, and adjusting access permissions.

Extraordinary content maintenance
In addition to periodic backup of content databases, the service includes monitoring the linearity of the content structure of the applications, verifying and correcting orphaned structure entries, and potentially incorrect categorizations or duplicates.

References to the portals and whitepapers, which have been drafted so far, of the other applications present within Digital Office:

mywiki - https://www.myobject.eu/mywiki
paperless - https://www.myobject.eu/paperless

For a preliminary assessment
and/or a quote, please contact us:

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Digital Office is a product of

myobject srls

company operating in the Information Technology (IT) and Software sector, with a background in IT infrastructure, cloud, networking, and cybersecurity, as well as specialized in analysis and programming with a focus on the development of business applications.
Visit the WEB site https://www.myobject.eu for more information.

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