



modern archiving

Innovative architecture delivers guaranteed ROI



Putting an End to Data Silos

In today's digital age, archiving solutions must do better than just transfer data and documents no longer needed in production to suitable storage systems or store them in an audit-compliant manner in accordance with legal requirements. Companies want to put an end to data silos that only generate high costs and cause frustration in the IT department. Archiving solutions need to be given the attention they deserve. They need to be modernized, adapted to current and future requirements and designed to facilitate your key processes. Required actions include streamlining, adaptation to modern technologies – including the cloud – and investing in an architecture that guarantees a high and, above all, measurable ROI after a short period of time..

Archive in the Blind Spot

Archiving is generally among the less popular IT tasks. In a sense, it is hidden “in the blind spot” of the company, and the common attitude towards archiving is “don’t change a running system.” While there is nothing wrong with this strategy in general, it fails when the remaining corporate environment is undergoing massive change. However, change is happening on a grand scale. Applications, data centers and legal requirements have evolved significantly – and this needs to be taken into account. Archiving has become a strategic component of IT, both from an economic perspective as well as regards business-critical processes.

The objective is clear: reduce the administrative effort of operating the archive systems scattered across the enterprise to a reasonable level, make the system “interface-ready” for the future, ensure that it is audit compliant and, last but not least, keep expenses within acceptable

limits. Intelligent archiving systems, such as kgs tia®, can do this and so much more. They turn lost data into an intelligent information pool that is fully audit compliant while providing rapid and reliable access to individual documents and data records. Advanced archiving solutions are also a critical resource and a foundation for ensuring business success in the future. They act as a corporate long-term memory and central hub for the various highly specialized applications used in the company.

This whitepaper discusses the benefits of modern archiving. Return on investment (ROI) plays the lead role in this “love story” about document and data overload and archiving.

Our Darling: Data

In business, technology has made many things possible that were considered science fiction just a few years ago: Companies are automating, creating complex systems, reducing centralized structures and producing documents and data in volumes and at a quality that has never been seen before. We love to produce structured and unstructured data. Many companies and their employees might even be considered data junkies because they do not want to (or simply cannot) delete any of the digital information they have created. Experts repeatedly refer to corporate data as a company's most important asset; however, they do not have data littering in mind. Once it has served its purpose, data needs to be deleted.

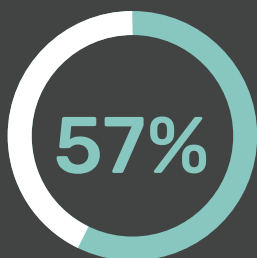
This means that vast quantities of documents and corresponding data are stored or fed into an archive – either because they simply happen to

¹[Statista](#)

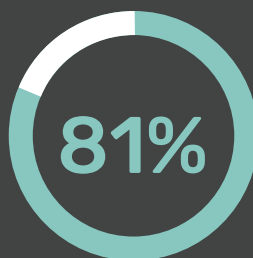
be there or due to legal requirements such as GDPR, HIPPA or GDBO. According to Statista¹, data growth is evolving rapidly: While there were 33 zettabytes of data worldwide in 2018, this figure is expected to rise to 175 zettabytes by 2025. And while much of this vast amount of digitally generated data is invisible at first glance, the data overload is all too visible in today's companies. In pursuit of the digital office, central business processes alone result in the creation of vast numbers of documents that are archived on a daily basis, such as order creation or inbound and outbound invoices. Conventional technologies either cannot handle this data flow or generate huge costs.

Splunk Study on Data Growth*

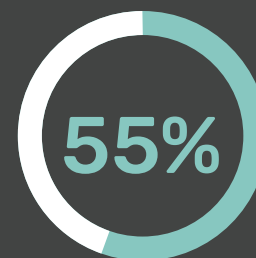
Companies in Germany expect a 4.5-fold increase in the amount of data used in 2025 compared to today.



More than half of the respondents stated that the volume of data is growing so fast that their company can no longer keep up.



81% are convinced that data is extremely important for their



55% of German respondents estimate that at least 50% of their corporate data is dark data (data that is not being used).

* [Splunk](#)

Master of Disaster: Allegedly Organized Chaos

Documents are archived using solutions that were specifically developed for this purpose. Traditionally, this also includes document management systems² (DMS), now often called enterprise content management systems (ECM), that manage and archive documents from SAP or SharePoint, for example. DMS and ECM solutions serve as an intermediate layer between data production and physical storage. However, because they are designed as tools that provide logic at a higher level than applications, they act more like a lead front-end solution than like an intermediate layer. They arrange documents, add ancillary information and metadata, which is often stored in separate proprietary databases, and then store them on different productive storage devices and archive storage systems.

The crux of the matter is that DMS and ECM solutions are complex, for example when it comes to connecting with the different ERP solutions. They provide little flexibility and are difficult to adapt to new requirements. In addition, some archive solutions are storage agnostic – meaning they only support a limited set of storage vendors. Over the years, this has put companies in a very awkward position as proprietary software architecture makes it difficult to migrate to newer, modern systems, and the limited choice of storage hardware creates an unnecessary additional dependency that is exploited by the respective vendors. As a result, most companies operate several archive solutions and DMS or ECM systems independently as isolated solutions. This infrastructure is expensive, difficult to manage and makes it next to impossible to gain a transparent view of archived documents and data across the company.



Dieter Heger, IT administrator with the SAP basic support unit at TRUMPF



„We noticed that SAP users don't need full-fledged ECM functionality. It makes much more sense to take an ERP approach and use specialized tools where needed. The kgs archiving concept perfectly supports this philosophy.“



To ensure that a company gets the product it needs, it should insist on a PoC. This entails a complete analysis and real proof of feasibility, to be performed in a very short time. A PoC represents a small financial investment, but it serves to provide absolute certainty that the target states will be achieved and to establish how long it will take to implement the solution. This information is crucial in enabling a company to decide whether an investment will pay off.

² [Wikipedia](#)

Strategic Data and Document Archiving

Today, data and document archiving is an IT discipline that is of strategic importance to companies. The first objective is, of course, proper data handling in accordance with legal regulations. The German Federal Office for Information Security (BSI) defines archiving as “storing electronic documents and other data in a permanent and unalterable format. The retention period of the respective data must be determined at the time of archiving. The data may also need to be made available indefinitely”³. This makes it clear that archiving is a central component of the corporate IT architecture. Certain data must be stored in a special format over the long term, and this often includes the additional requirement of audit-

compliant, secure and unalterable storage.

However, the systems also need to ensure that data and documents can be retrieved quickly on demand. An archive is much more than just a shunned filing cabinet in the back corner of the data center. When it comes to planning their business development and aligning their products and services, successful companies also draw on knowledge from the past. And it is the archives that hold this knowledge. In other words, archiving systems should be used as a source of information for making sound strategic decisions.

A Happy Ending that Pays Off

Companies that want to invest in archiving systems that make sense from a technological point of view and deliver value for money should retire their old systems. Modern archiving solutions such as tia® from kgs take an innovative approach that unlocks positive effects not possible before. With tia®, the general rule is “less is more.” tia® makes stand-alone archive solutions obsolete and supports any storage manufacturer, as long as the product offers the level of quality appropriate for the archive. Moreover, the IT team is no longer required to be familiar with several different archiving systems, perform updates for several solutions or handle highly critical migration processes whenever key applications are changed. Most importantly, tia® eliminates the need for complex DMS and ECM solutions that incur high licensing fees.



Marcus Velten, Senior SAP Technical Administrator
1&1 Telecommunications SE



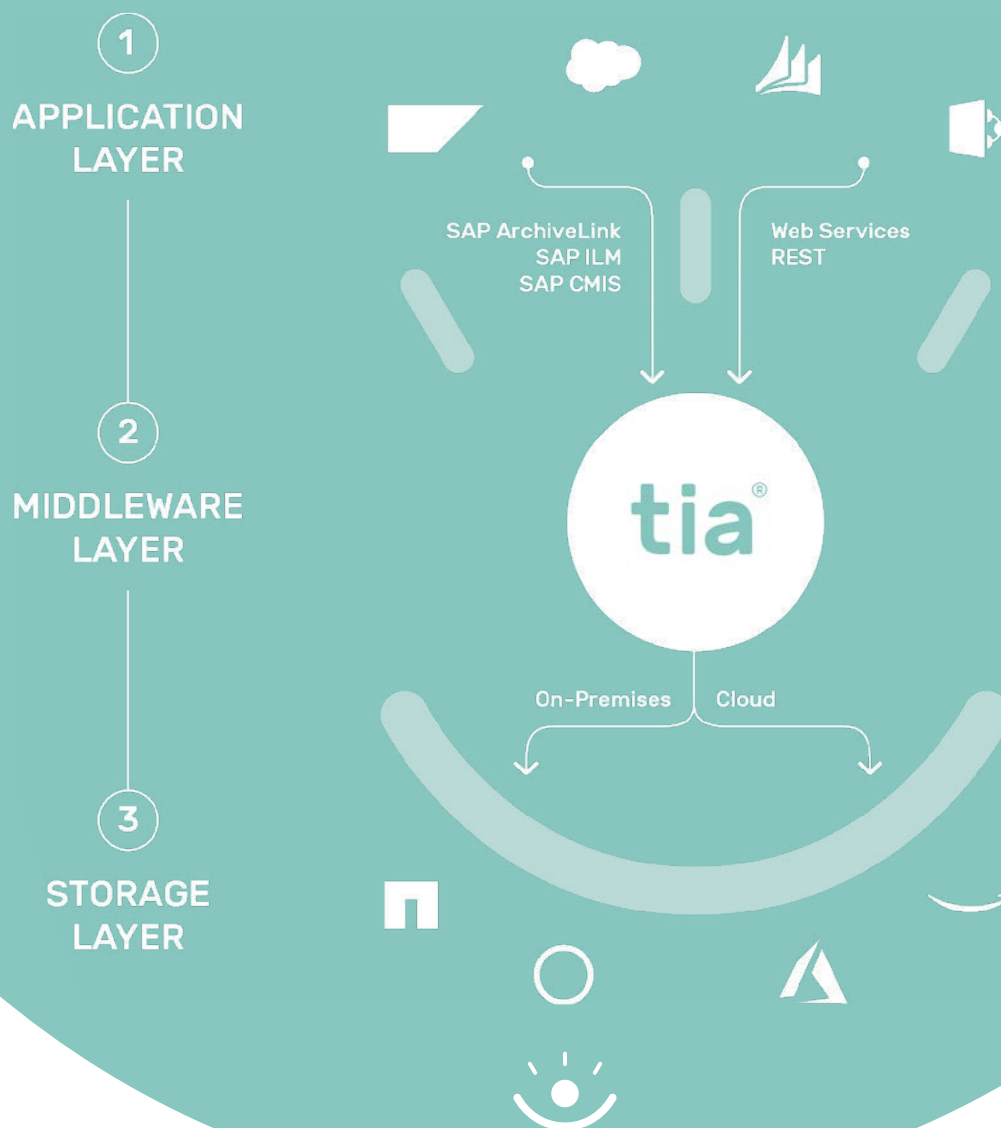
“Both the excellent usability and the advantageous licensing model of kgs made us opt for this vendor. As a result, we can look forward to achieving return on investment only 1.5 years after introducing the system.”

tia® connects to the corporate systems used to control and organize the company’s processes and business activities. It integrates seamlessly with leading applications such as SAP and can also serve as the archiving solution for any number of other applications, such as Salesforce, Microsoft Dynamics or even custom specialist applications. Also, there are no requirements as to how applications or storage devices are to be operated, either on-premises or in the cloud. The application and archive storage system are directly connected to tia®, resulting in a consolidated archive data pool, regardless of which storage system is being used for what archiving task.

³[German Federal Office for Information Security \(BSI\)](#)

flexible architecture

The 3-layer model



tia® consolidates data and processes on several levels, which unlocks considerable resource and budget savings while delivering significantly increased functionality. This is because companies gain more than just a technological archive structure that is highly flexible and easy to manage. With tia®, companies can access all archived data and documents from any application, while the logic of the respective lead system still applies. This is what kgs calls the “intelligent document.” All required information is archived together with the document and

is available at any later time, no matter which application is used to retrieve it today or in the future. Consequently, documents can be used directly in the respective applications without connecting to an intermediary DMS or ECM system, which would involve yet another frontend with its own logic. Therefore, one of the most valuable features of the smart archive is the unrestricted use of archive data, which provides a solid foundation for taking the company into the future based on valid and accurate information.

Rapid ROI and Exponential Cost Savings

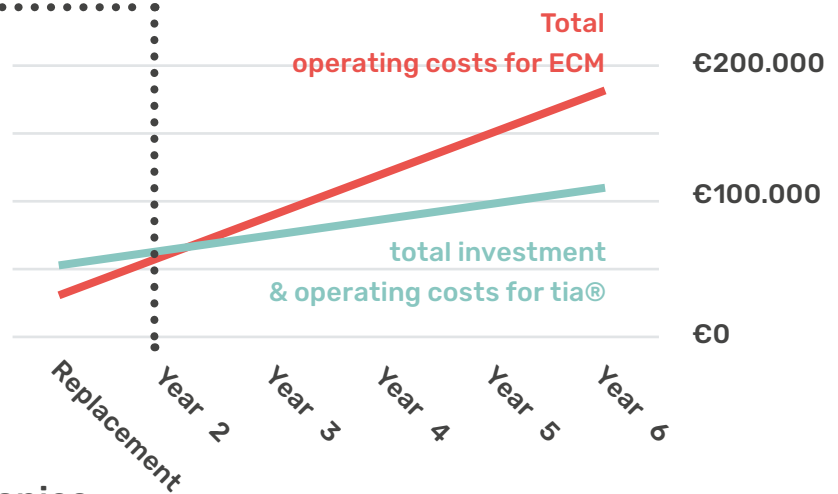
On the financial side of the equation, too, tia® offers several advantages for IT teams and management. It delivers extensive cost savings by significantly reducing the time administrators need to spend on managing the archive. In addition, by making DMS and ECM solutions obsolete, it frees all resources previously allocated to their administration. The ability to freely select any storage solution delivers further saving potentials, because companies can combine storage solutions however they like rather than being forced to opt for expensive storage arrays. This benefit also extends to scaling the archive storage: Virtually any manufacturer is supported, so the most suitable and cost-effective solutions can be used.

Two real-world calculations taken from actual kgs customers who introduced tia® to replace

their ECM system illustrate the potential of resource and budget savings while gaining increased flexibility and improved functionality. The examples are representative of ROI calculations for a system replacement at a typical mid-sized company and a larger company within the context of purchasing licenses. When considering tia® archiving as an SaaS solution in the calculation, this would additionally lower the investment and internal resource costs by a significant margin. Mid-sized companies stand to benefit in particular from the so-called "AaaS" (Archiving as a Service) model – and not just in terms of costs – which is why they would do very well to consider this option

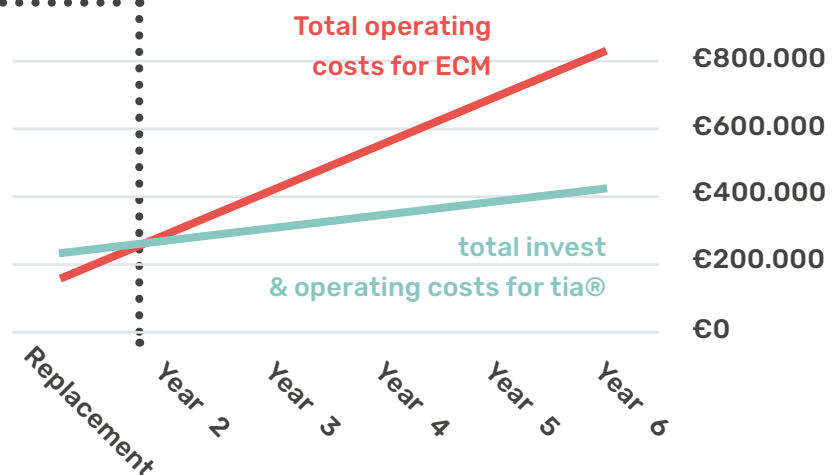
BREAK EVEN: Mid-Sized Companies

Mid-sized companies with around 1,000 SAP users (1 SAP ID) that replace their existing ECM system with tia® break even on their investment in less than two years and achieve significant overall IT savings.



BREAK EVEN: Large Companies

Large companies with 5,000 or more SAP users (> 5 SAP IDs), the that replace an existing ECM system with tia® can achieve ROI within two years thanks to greatly reducing IT and resource costs.





Thomas Holzmann, SAP Basis Administrator Hensoldt



„kgs offers a lean archiving system that takes its cues from the leading ERP system and smoothly integrates with our corporate environment.“

conclusion

Archiving is a discipline that companies should use strategically. When applied properly and based on a modern solution like tia® from kgs, this approach delivers immediate insight into the archived data and provides all corporate areas with a lean long-term memory. IT teams and the purchasing department also benefit from a reduction in their administrative work and significant cost reductions (ROI).



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