



# Office Mantra

- What is office Mantra

**Office Mantra or OM** is a gestalt of technologies (both open source and Proprietary) to provide leading edge platform on which your Office Management can work.

**Office Mantra** is a modular combination of various solutions ranging from emails to document and work flow management.

To provide a seamless IT automation and integration, OM solutions range from web-hosting, at one end, to individual PC installation at the other end!



To properly understand the scope and genesis of OM let us give you a background of the problems faced in a typical office.

## Problems

## Typically Solutions

Microsoft based Client or user nodes face a constant threat of data loss/piracy due to virus attacks and software/hardware malfunction.

Recovering from these kind of crashes typically take a whole working day - Reinstalling Windows, Reinstalling various application software, Resetting the various user settings, etc. - resulting in **LOSS of user productivity time.**

Downloaded emails destroyed/lost due to virus attacks/ re-formatting of hard drives etc.

Typically there is no way out for this except getting of your old emails from paper copies and other backups manually. This again leads to **LOSS of user productivity time.**

User created documents and other data loses.

Typically there is no way out except restoring user generated data from backups (IF regular backups had been done in the first place!) or else re-creating/typing the data again leading to **LOSS of user productivity.**

Data Backups

Rarely **do users take regular backup** because of the attendant bother.

Time loss in searching for relevant data

Typically users search through various electronic and on paper data/files to locate data. This leads to **LOSS of user productivity** due to file search, wastes of unnecessary motion, wastes of waiting, etc.

Real Estate cost of maintaining physical filing systems like filing cabinets, indexing, etc.

Users employ cumbersome time-intensive indexing, filing and retrieval of paper documents. Again leading to **LOSS of user productivity.**

Company Email System

Typically, the organization sets up a website and creates emails on the website. Each user downloads his/her email and is responsible for them. They try to solve all security hazards by installing anti-virus/firewall software on each individual nodes. **This process is very expensive and failure prone. Furthermore a malicious user can delete email without the management being aware.**



## Goal of OM

The goal of OM is to reduce user productivity loss and system downtime. During OM implementation we even offer a solution to minimize the time required to get a failed/crashed user node up in record time (typically **10 to 20** minutes including re-format of hard drive, re-installation of Windows OS with service packs and hot-fixes, re-installation of local user applications, etc.). User data like documents and email is immediately available.

In other words, in the event of a **viral attack/ hardware or software malfunction**, the user is up and running in the **shortest possible time**.

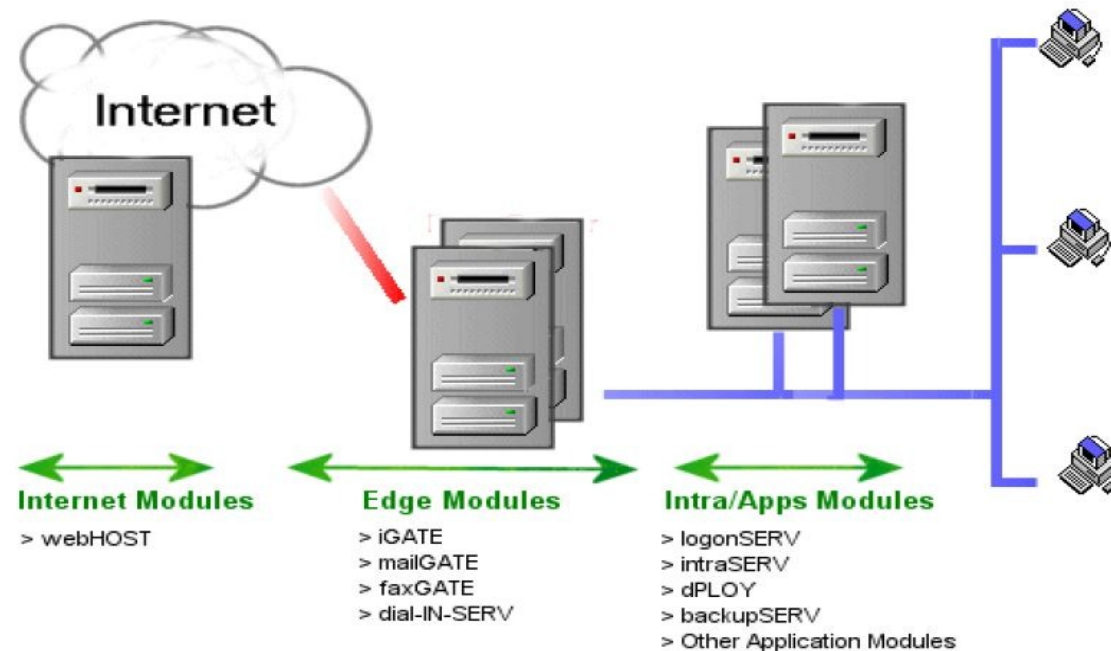
Furthermore because of modular design, as business demands and requirements change, new and modified application components can **installed with least disruption of existing operations**.



# Design of Office Mantra

Office Mantra (OM) has been designed to be modular and scalable from ground up. Robust industrial strength open source technologies, like HTTP, IMAP, SMTP, WebDAV, etc., have been used. Since OM is modular, you can mix and match the modules as per your requirements. And add more modules as you grow (scale-up).

The application framework has been designed to be scalable. For example at entry level the back end database could be text files or/and MySQL database and at the higher end it could be Oracle. Entire design is based on n-tier methodology.





- The OM modules are roughly divided in four categories.

- **Internet Modules**

Our State-of-the-art web hosting solutions are designed to integrate with our other solutions/modules.

- **Edge Modules**

These components deal with external connectivity and security.

- **Intranet/LAN Modules**

These components deal with services internal to the network.

- **Application Modules**

These modules power various applications on which your business processes can be deployed. Some of these are standard and some are custom designed to suit your unique business needs.



## **WEBHOST**

Our State-of-the-art web hosting solutions are designed to integrate with our other solutions/modules both in terms of technology and features. For example features like SPAM blocking and virus scan right at the external website level significantly protects your internal network and data AND also reduces bandwidth consumption. This forms the first barrier/reception counter between your organization and the bad Internet/your customers outside.

**WebHost** has been designed to address the issue of communication with your existing and potential clients - this can roughly be broken into two sections - both of which extend the reach of your internal business processes to the external market in a reliable and controlled manner.

### **1) External Email Services**

Our **Webhost** email servers support several SPAM blocking options, mail handling features like email redirection, mailing lists, role accounts, etc.

Also our **aMAIL** module can be optionally added for web based access to corporate emails from anywhere in the world.

### **2) Portal and web services**

This allows you to showcase your products and interact with your clients/visitors. **Webhost** supports several development platforms like PHP, Perl, Java, etc. with database connectivity. You can opt for various sub-modules like shopping carts, guest books, etc.



## Edge Modules

**Office Mantra** has the following services, servers and modules in this category

- **iGATE**

This is the second barrier between you and the hostile Internet out THERE! It features fire-Walling/proxy/redundant Internet connectivity and other conditional access to and from your network.

- **mailGATE**

Manages your incoming and outgoing email traffic. Optionally provides mail re-directing and filtering with virus-scan and SPAM control. Takes care of mail data safety. Adds unlimited email capability with our webHOST solution.

- **faxGATE**

Allows users to fax out from their workstations, without having to leave their seat to go to fax machine.

- **dial-IN-SERV**

This meant for organizations with multiple small offices spread geographically. The remote small offices can log in through dial up connections to enjoy full Internet/intranet access. They can access the main facilities as if they were locally connected to the main network.



## Intranet Modules

Following is list of modules in this category

- **logonSERV**

Provides MS Windows NT style of domain log-on with time synchronization, auto-network configuration for clients, roving profiles and automated user data backup.

- **intraSERV**

Provides platform for various web services and applications. All the applications and other web dependent extensions depend on this Component..

- **dPLOY**

Allows rapid deployment of Operating Systems and softwares on client computers. Our rapid Windows and software installation is part of this solution.

- **bakupSERV**

Allows multiple servers and clients to backup data to a central location. The backed up data can then be transfered to different storage media like tapes, CDs, DVDs, etc. for reference and archival purposes.



## Application Modules

These modules provide standard and customized functionality to the users via their browsers and webDAV applications. Most of these modules depend on the intraSERV module and a few depend on logonSERV.

- **aMAIL**  
Web based mail access system. No specific mail client installation required at the user computer.
- **CIMS**  
Contact Information Management System to maintain address books and other contact details.
- **DFC - Digital Filing Cabinet**
  - Electronic Document store for storing company wide data
  - User level data share  
Allows users to maintain a Private and a Public data areas for publishing documents
- **Chat**  
Intra user text chatting system
- **Calendar/Tasks**  
Each user can maintain his/her individual calendar of events and tasks.
- **Memo**  
Inter Office Memo system
- **Notice Board**  
Company wide electronic notice board
- **Attendance System**
  - Simple - based on user login and explicit sign off.
  - Custom - with data acquisition from finger print and card



# Technologies

- **Operating Systems**

Core **Office Mantra** infrastructure runs under Linux and select \*nix operating systems.

The clients can be TCP/IP capable Microsoft Windows, Linux and select \*nix operating systems.

- **Networking**

**Office Mantra** is based on open TCP/IP standards. Thus most modern networks can support OM.

- **Hardware Platforms**

Core **Office Mantra** infrastructure currently runs on most hardware capable of running Linux and other \*nixes like Solaris, etc. In other words all IBM compatible x86 onwards server and most RISC servers.

The clients can be Microsoft Windows (based on x86 architecture) or Linux/\*nix based desktops (based on x86/RISC architecture).

- **Development**






Development languages, for adding/customizing applications, supported are - PHP, Perl, Java. Clients should support Java and Javascript.

- **Database Backend**

MySQL for entry level requirements, scalable to most SQL RDBMS like postgres, oracle, etc.



## Major Clients

	Chemoplast	<a href="http://www.chemoplast.com">www.chemoplast.com</a>	12 years
	Caper Travels	<a href="http://www.capertravel.com">www.capertravel.com</a>	6 years
	KK Spun Pipes	<a href="http://www.kkspunpipes.com">www.kkspunpipes.com</a>	3 years
	Boom Travels	<a href="http://www.boomtravels.in">www.boomtravels.in</a>	2 years
	Micro Insurance Acadmey	<a href="http://www.mia.org.in">www.mia.org.in</a>	1 years



*For further inquiry and more details **Please Contact***



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