

Leveraging the M-Files Enterprise Content Management Platform for More Effective Project Management

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In 2013, I analyzed M-Files deployments at our 100 largest customers to gain a better understanding of the most common use cases and business functions our enterprise content management solution is utilized for. Beyond just simple document management, our versatile enterprise content management platform and metadata-based architecture enables organizations to manage many types of “objects” such as projects, cases, customers, employees and more — literally any other information “object” that is important to a business.

With M-Files, it’s easy to define simple rules for content visibility, task deadlines and ownership – which helps to explain why project management rose to the top as the most prevalent M-Files use case at our largest customers.



A great example of how a large company leverages M-Files for project management is Gasum, which is Finland’s largest provider of natural gas. Gasum imports natural gas to Finland and operates as a wholesaler to a wide range of Finnish customers such as energy producers, homes and industries, and provides compressed natural gas (CNG) and biogas for public and delivery transport operators in major population centers.

The volume of project information and associated processes that Gasum manages, including its internal documentation as well as files and records produced by its business partners, is significant. From work permits, installation information and permission documentation, to instruction manuals and guides, guarantee documents and SOPs, the ability for Gasum to efficiently organize and manage vital project content assets has a direct impact on the company’s ability to efficiently deliver energy resources to its business constituents.

Integration of M-Files with SharePoint Enhances Project Management

Gasum leverages Microsoft SharePoint as its company-wide workspace tool and communications channel. Gasum's workspaces within SharePoint pull documents dynamically from M-Files using metadata-based rules. Relevant content is always shown in the right context: by project, steering group, meeting, business area, process, or any other attribute and the same document can be listed on multiple SharePoint pages. For example, meeting agendas that reside in M-Files are integrated into SharePoint workspaces so that project teams can discuss and collaborate on documents, presentations and other content. Memos and notes created from executive group and team meetings are also uploaded into M-Files.

M-Files Enables Gasum and its Partners to Expedite RFQ Processes

Gasum works with a number of partners and vendors on a variety of projects, and is continuously preparing and issuing RFQs. Gasum is planning to implement M-Files as a way to streamline the process of publishing RFQs and leverage the system as a more efficient way for their partners to respond to RFQs in a timely fashion.



When Gasum develops a new RFQ that's ready to be published to prospective partners, the company will list vendor candidates in the RFQ metadata. Once the RFQ is published, vendors will automatically receive an email that includes a link (unique to all vendor candidates) to a portal where they can download all RFQ documents, as well as upload their quotes and proposals to M-Files.

“Not only will M-Files make the process of issuing RFQs and receiving quotes and proposals faster and more efficient, but this would be impossible to accomplish via email since the RFQ and the quotes can often include 50 or more documents and be more than 200Mb in size. The end result is that we'll be able to ensure our projects remain on-schedule when the new system is implemented,” says Tiina Niinimäki, Development Manager at Gasum.

We recently published a [case study](#) where Niinimäki discusses how Gasum leverages M-Files for project content management – check it out and post a comment below to let us know what you think!