

# PublishPoint Web Governance Dashboard

## Take Control. Content Governance. Instant Visibility.

Take control of your On-Premises Microsoft® SharePoint® content.  
Easy to use governance and visibility of the content publishing state.

Allows you to distribute your content authoring amongst your teams, giving them a dashboard view of what they are working on and where it is at in the process of publishing.



### Peace of Mind.

Be confident the messages that you have on your site are up to date.

Ensuring that your customers have the right information all the time.



### Visibility.

The dashboard gives you a summary of where the content is at in the publishing lifecycle.

Quickly view draft, approved and published items.



### Governance.

Set review dates for content to remind authors that their content is going to expire.

Get publishing history instantly with the ability to Unpublish content if needed.



### Analytics.

Total overview of how content is being used.

Includes Pages, Users, Traffic and Technology information that you can drill into to improve your content targeting.

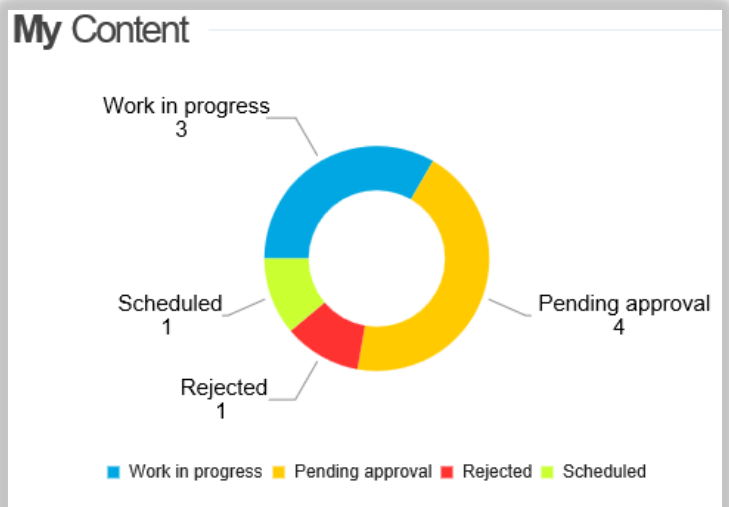
**PublishPoint** delivers peace of mind by providing visibility over your web content, with the governance and the control you need, to ensure that the information you are publishing is always current.

## Dashboard View.

From the dashboard you can get a quick snapshot of where you are at with your web content.

The dashboard provides you with a summary of the items that you have in the publishing process across the site collection and where they are at.

Based on permissions, you will see what is happening across the whole site collection. This gives site managers a holistic view of what is being publishing on their site.



# Feature Overview.

Track your content through the publishing process with dedicated views:

## Work in Progress

Quickly identify the work you have in progress by viewing the PublishPoint Dashboard. Check-in items or submit them for approval, or check-out items and navigate to them for further editing, directly from the Dashboard.

## Pending Approvals

View the pending approvals that you are accountable for approving. Review and select items for immediate approval, scheduling or rejection.

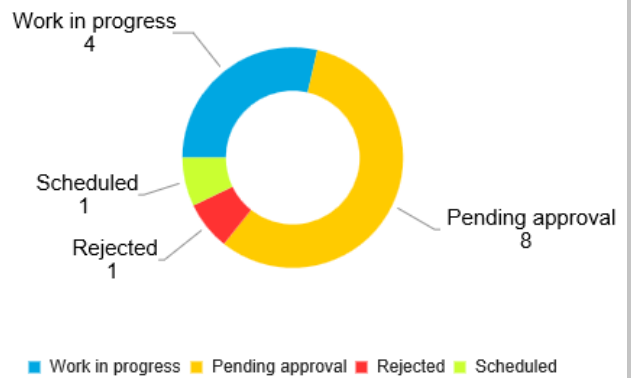
## Rejected items

View items that have been rejected at the approval stage. Quickly check-out, edit and re-submit for approval from the Dashboard.

## Schedule Items

Flexibility to select a future date for the publication of approved content. Choose from a schedule of immediate, 1 hour from now, or select via a date picker.

All Content



## Publishing History

View a history list of published items and filter the list by date range. Unpublish items if they need to be rolled back to the previous version.

## Items for Review

Periodic reviews help keep content up to date. Add review dates to your content and items due for review will appear in the Dashboard, making it easy to keep track of the review process.

## Site Analytics

Get the analytics you need to better target your content. See an overview, or explore analytics data about Pages, Technology, Traffic and User information.

