

K2 blackpoint[™] is a Business Process Management (BPM) solution for SharePoint, which has become the de-facto portal, collaboration and content management platform for a wide spectrum of businesses.

Based on the same K2 platform as K2 blackpearl, K2 blackpoint represents a low cost solution for rich, visual designing, managing and reporting for workflow and process-based applications that operate in the context of SharePoint. K2 blackpoint promises and delivers a rapid “no-code” approach to building powerful business applications for SharePoint. Furthermore, if the need arises, K2 blackpoint can be upgraded to K2 blackpearl, the flagship BPM product from K2, for additional non-SharePoint functionality and extending to other line of business (LOB) systems.

SharePoint Workflow. More Features. No Code.

Why should you invest in K2 blackpoint? There are four main reasons:

- > Process automation at the right price can yield excellent return on investment (ROI)
- > A low barrier to entry that scales with your organization’s needs, providing a stepping stone into the world of BPM
- > Empowers the whole organization to participate in process-driven applications, increasing efficiency of the entire business
- > Builds upon and increases the return on your existing Microsoft investments

What business goals do you need to accomplish in the next year?

- > Streamline operations
- > Make better decisions
- > Reduce IT costs
- > Enforce governance
- > Improve responsiveness
- > Increase visibility
- > Minimize risks

All of these business benefits are well-supported and enabled by the capabilities of K2 blackpoint. Larger organizations may have needs that go beyond SharePoint. K2 blackpoint allows them to start small, realize value, and grow into a larger, enterprise-class solution with K2 blackpearl, if needed. K2 blackpearl offers deep code integration and unlimited extensibility.

In this K2 blackpoint Product Brief you will find information on:

- > Who should consider K2 blackpoint
- > Examples of K2 blackpoint process-driven applications for various audiences
- > A technical feature summary
- > K2 blackpoint technical requirements
- > A comparison of K2 blackpoint to other solutions
- > The K2 blackpoint Support and Licensing model

BLACKPOINT EXTENDS SHAREPOINT

K2 blackpoint extends SharePoint in a variety of ways. Whether you have Windows SharePoint Services (WSS) or MOSS in your environment, you will find existing scenarios that are made easier with K2 blackpoint, and new scenarios that are made possible with K2 blackpoint.

- K2 blackpoint with WSS
- K2 blackpoint with MOSS



K2 BLACKPOINT AUDIENCES AND EXAMPLE SCENARIOS

K2 blackpoint is for anyone who uses SharePoint. From SharePoint site collection owners and SharePoint developers who want to build workflows rapidly in a rich, visual designer without any requirements to write code, to business users who want to build workflows and process-driven applications in SharePoint, without assistance from developers.

K2 blackpoint is for:

- > Any organization planning to **build business processes in SharePoint**
- > Any organization **using Microsoft Office SharePoint Server 2007**
- > Any organization **using Windows SharePoint Services v3**
- > Any organization that wants **workflow beyond what SharePoint workflow** can provide
- > **Any size organization, in any vertical**

Within K2 blackpoint there are features and scenarios for different audiences, including the Business User, the Power User, and the IT Professional.

The Business User

The out-of-the-box workflows in SharePoint and the types of workflows that you can build in Microsoft Office SharePoint Designer can add value for the Business User, but often the limitations of these two approaches is clearly evident when additional functionality is required in a workflow, such as task reassignment and delegation, and reporting – features that are built into the K2 platform but require a significant investment to enable for the out-of-the-box SharePoint workflows.

K2 blackpoint offers Business Users a powerful platform that starts simple but can grow with them over time. Typical scenarios where business people need workflow design capabilities are as follows:



DOCUMENT-CENTRIC WORKFLOWS

A core need of Business Users is the ability to create and manage document-centric workflows. Gathering feedback on a document, getting approval for a new policy, and routing a document for collaboration are common tasks for the Business User. K2 blackpoint provides simple, visual tools for accomplishing these standard tasks. The K2 Web Designer is a Microsoft Silverlight-based designer seamlessly integrated in SharePoint. K2 Studio is an Office-style, ribbon-based client application for designing more powerful process-driven applications, and both can be used by the Business User to accomplish their tasks.



LIST-BASED WORKFLOWS

SharePoint lists are like Web-accessible data bases of information. They can contain important information, such as customer or supplier contact information, current promotions, and the latest competitor news. Business users may need to make business decisions based on this information, but are forced to browse multiple lists, on different sites, to keep up-to-date. K2 blackpoint allows you to bring disperse information together by copying, moving, displaying and aggregating list items from multiple sites, regardless of whether they are on the same site, site collection, farm, or even within the same organization, giving the Business User the ability to get a comprehensive view of the information, without involving software developers.

The Power User

The Power User is a SharePoint site or site collection owner, or a traditional developer who wants tools that enable rapid building of workflow solutions without the complexities of writing code. It is important for this audience to understand the extensive features of K2 blackpoint because the power and creativity of how they use the features is virtually unlimited.

Three powerful K2 blackpoint features for this audience include:

- > The Data Event, which allows data to be mapped from one source to another.
- > The SmartObject Event, which allows SharePoint list data to be used as business entities.
- > The References Event, which allows for querying and updating data exposed via local .NET assemblies or Web services.

The combination of these features and the forms capability of K2 blackpoint enable new ways of composing applications that in the recent past could only be written by developers.



FORMS AND LOGIC WORKFLOWS

Many forms applications leverage the power of SharePoint lists to provide a more comprehensive experience for users tracking projects, filling out leave requests, time sheets, purchase orders and more. The Power User understands that business rules can get complex. For example, if a purchase order exceeds \$10,000 it must be approved by both the first and second level managers. Let's call these types of process-driven applications "Forms and Logic Workflows." These types of workflows use a form that an end user fills out and submits, and some logic in the process that controls how the form is routed. These forms and associated logic can be coded in other solutions, but with K2 blackpoint it is not necessary to spend the time and effort coding when InfoPath forms are available and logic can be added based on contextual data in the form or in SharePoint. K2 blackpoint also ensures that the right form and view of the form is presented at the right time. Forms with custom code are great for flexibility, but there is an up-front cost as well as a maintenance cost. Avoid these costs when you can by using K2 blackpoint to deliver a rich form experience for users without code.

- > Integration with multiple forms technologies.
- > Rich logic and rules using SharePoint data
- > Additional SharePoint data on SharePoint task forms.

The IT Professional

The IT Professional will see the value of K2 blackpoint in the number of SharePoint wizards available in K2 Studio, which includes items for managing site and workspace creation, user management, lists and document libraries, and SharePoint search results. Publishing and Records Management are two event templates that can be used to manage these more advanced features of Microsoft Office SharePoint Server (MOSS) 2007, allowing the automation of scenarios that an enterprise may have invested in but have not employed due to the lack of a method for tracking and reporting on the use of these features. Along with the K2 for SharePoint tab in Central Administration and the collection of Web Parts for process management and reporting, those in charge of maintaining a SharePoint environment will feel right at home assembling and managing K2 process-driven applications with K2 blackpoint and SharePoint.



ENTERPRISE CONTENT MANAGEMENT (ECM) AND PUBLISHING

As the SharePoint platform is being evaluated to replace legacy ECM solutions for content and compliance solutions, the task of tracking and managing these operations becomes a key aspect of what happens when a user is ready to check a document in or make information available to the extranet or Internet. K2 blackpoint brings this level of assurance to the administrator by automating the tasks associated with the management of this content, moving content through a well-defined process based on rules, creating records and placing content on hold, storing content in multiple repositories, and managing approvals for Web content.



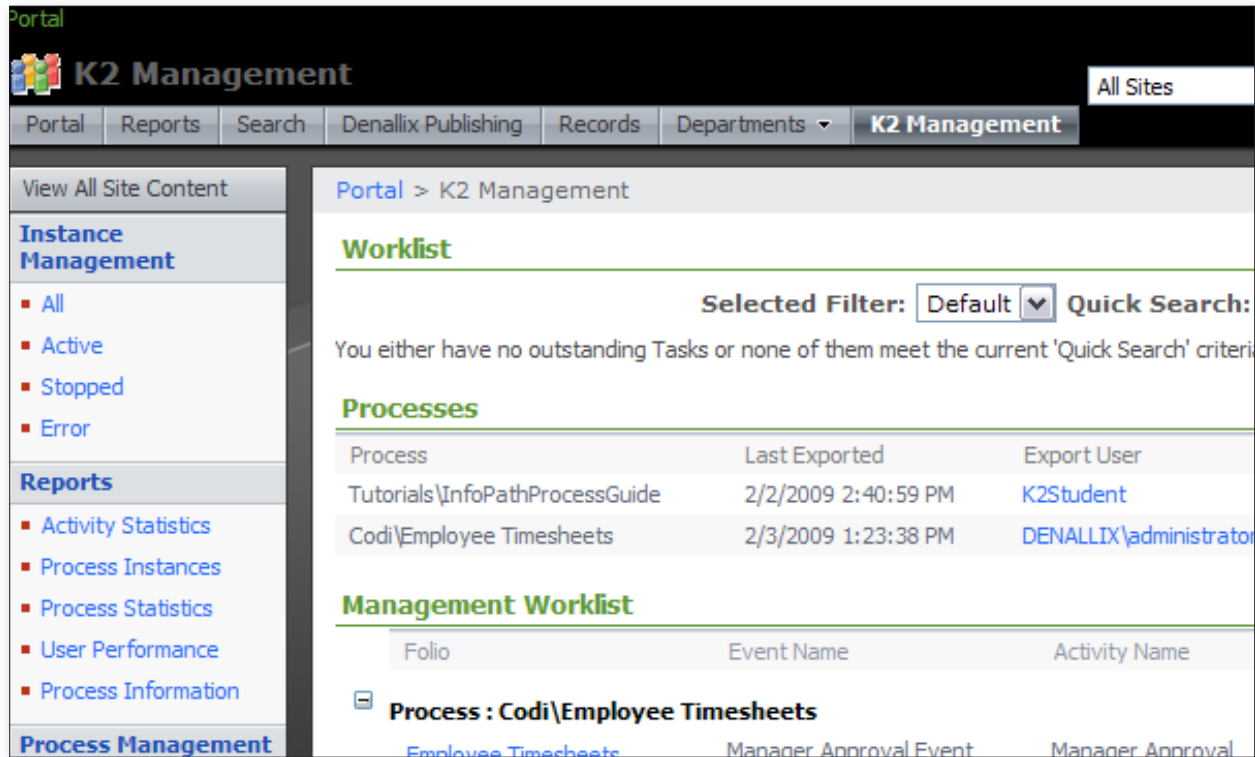
SHAREPOINT LIFECYCLE

SharePoint does not include many features to allow administrators to manage the lifecycle of a SharePoint site. K2 blackpoint brings the ability to flexibly create processes for the provisioning, tracking and management of SharePoint sites, lists, libraries and user permissions, all within a wizard-based template that closely follows SharePoint terminology and conventions. Add governance to SharePoint without writing code. Seasoned SharePoint administrators will be surprised at how much control they have after assembling a few processes to manage SharePoint using the advanced functionality that the K2 blackpoint templates provide. K2 blackpoint brings an entirely new way of assembling applications to exercise governance and control over an environment that can quickly become unmanageable if users are left to their own devices.

K2 blackpoint also provides Process Portals to allow administrators and process owners to control, track and report on all K2 processes. Process portals are a collection of Web Parts that can be added, removed and customized like any other Web Part.

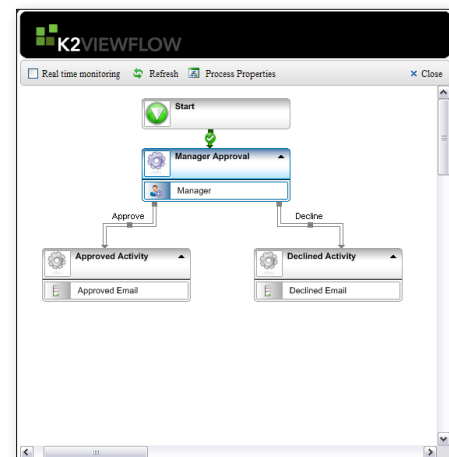
Although not limited to the IT Professional, the ability to run reports to track the actual performance and effectiveness of your process-driven applications through comprehensive reports brings visibility to each event in the process.

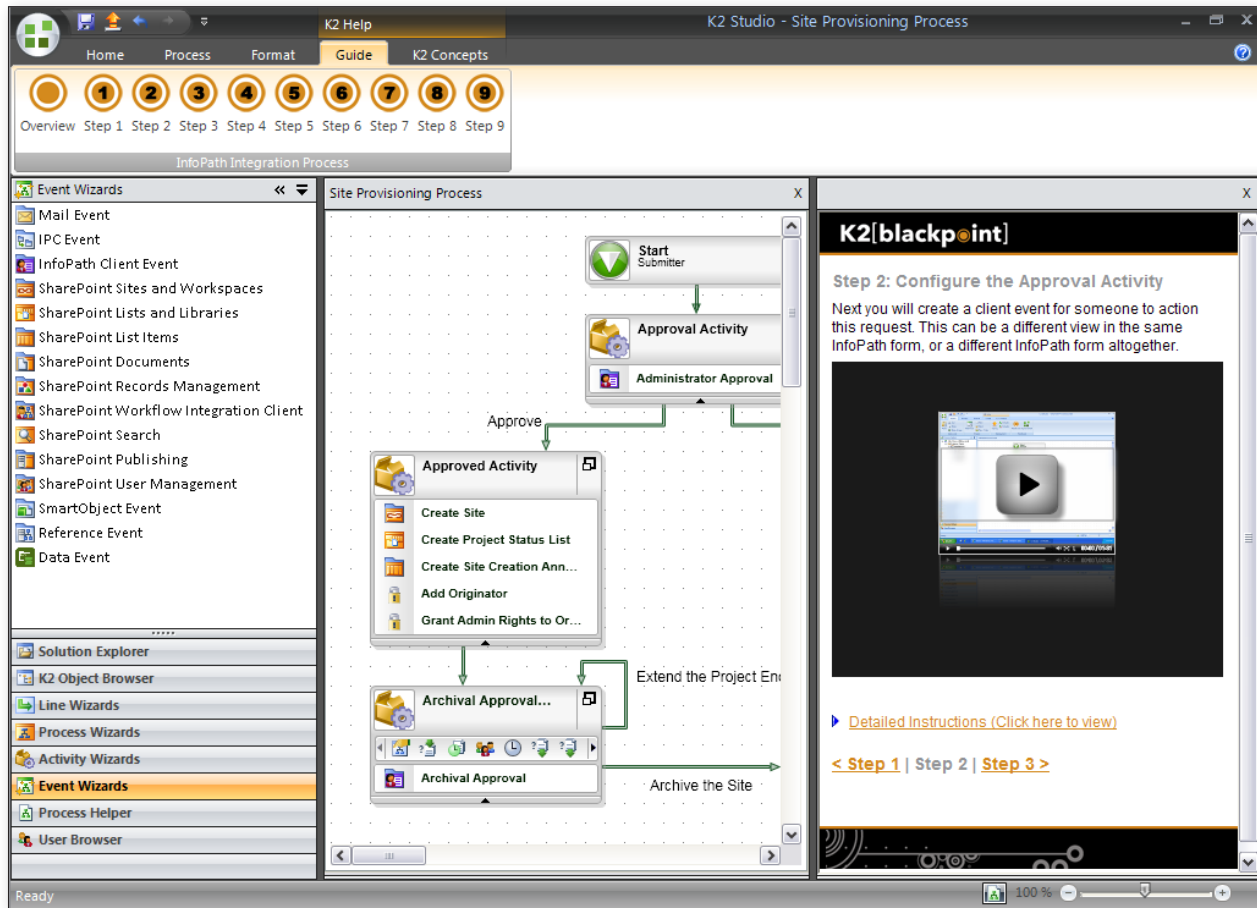
K2 BLACKPOINT FEATURES



K2 blackpoint is built for SharePoint, and designed to feel like a familiar part of the SharePoint and Office environment. The management and reporting of processes is done through a collection of K2 Web Parts that make up a Process Portal. Processes are managed in a **Process Portal**. Typical tasks include setting process rights, monitoring different versions and instances, identifying potential problems, managing individual and global worklists, and creating K2 roles. Because the Web Parts run inside SharePoint give an administrator or process analyst access to everything they need to know in a familiar environment.

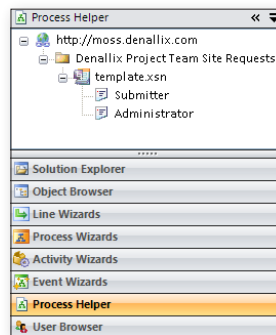
K2 reports are industry-standard reports that also run inside SharePoint to give you a better idea of what is happening across process instances, including average duration, number of instances, and other information about deployed processes. They help you identify and optimize processes over time to continuously improve your core business agility. The **View Flow** report displays a graphical representation of the entire process and its current state.



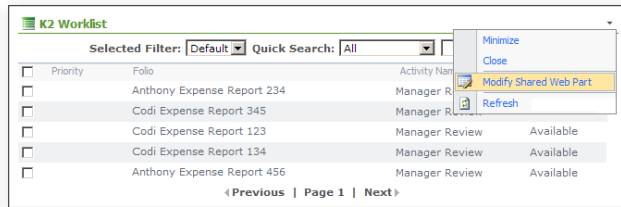
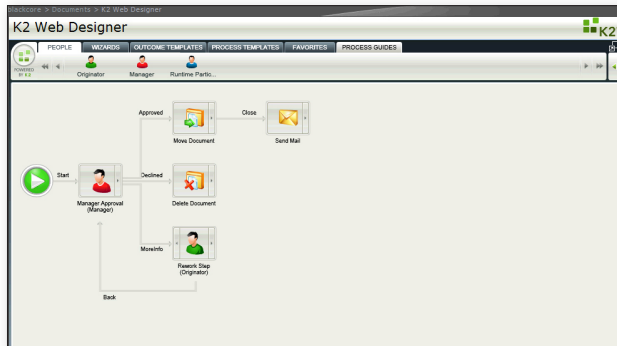


The **K2 Designers** made available with K2 blackpoint include the Office-like K2 Studio, which can be installed on every process designer's desktop. K2 Studio includes a series of Process Guides to showcase how to perform common and powerful tasks within the K2 Studio environment. K2 Studio process assembly is based more on scenarios than with the functionality itself, guiding users to what they actually want to accomplish. K2 Studio uses process and event templates to give designers a wizard-based, interface for assembling simple to complex logic. Logic in the form of rules can be built in K2 studio to maintain service level agreements (escalation rules), task assignment (destination rules), split and merge routing (preceding rules), and process time-delay (start rules). K2 Studio does not allow custom code or Workflow Foundation (WF) schedules to be created, nor does it allow custom business entities to be created. However, custom logic available in .NET assemblies and Web services can be utilized in process design and runtime.]

In order to quickly and easily start working with the K2 Designers, **Process Guides** are included for each of the standard process templates. These process guides are designed to help you build processes, with either video or step-by-step guidance. By having the guide integrated with the designer, you can watch the video and perform the steps at the same time, making it easy to follow along.

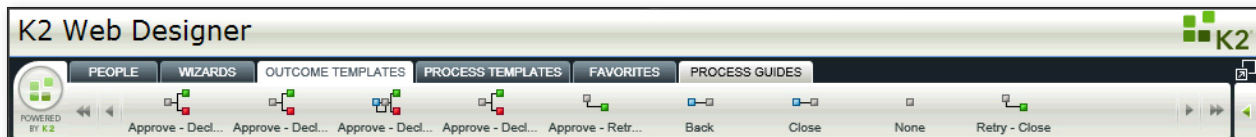


The **Navigation Pane** and the **Process Helper** in K2 Studio give you access to K2 components and wizards, and reduce the time and effort it takes to create process-driven applications.



The **K2 Web Designer** included with K2 blackpoint is a Silverlight-based graphical environment for assembling process-driven applications. It runs within the context of a SharePoint list or library and requires only Internet Explorer and the Silverlight 2.0 runtime to run. The K2 Web Designer offers users step-by-step, drag and drop functionality, and Outcome Templates for quickly assembling processes. Using Silverlight technology allows the designer to be much more graphically inviting and intuitive for all designers, but especially for those who may feel intimidated or uncomfortable designing a workflow when starting from a blank canvas.

The **K2 Worklist Web Part** in K2 blackpoint provides a central location to access all tasks assigned to a user. This location can be any SharePoint page on any farm or site collection, including a user's My Site. Task filtering and context menus that allow task redirection (reassignment) and delegation further add to the management of K2-related tasks.



Outcome Templates in the K2 Web Designer allow common workflows to be quickly added to the canvas, reducing time and making it convenient to get the right process structure in place without having to add items individually.

THE TECHNICAL REQUIREMENTS

Except for K2 Studio, K2 blackpoint is a server application. There are several supporting technologies that are required.

WHAT IS NEEDED?

The following is a list of server components that are required for K2 blackpoint.

- > Windows Server 2003 (SP2 or greater)
- > SQL Server 2005 (SP2 or greater)
- > .NET Framework 3.0
- > Windows SharePoint Services v3 or Microsoft Office SharePoint Server 2007
- > Internet Information Services (IIS) 6.0

The following is a list of client components that are required for K2 Studio

- > Windows XP SP2 or greater, Vista SP1 or greater, or Windows 2003 Server SP2 or greater, Windows 2003 R2
- > Internet Explorer 6 or 7
- > .NET Framework 3.0

If you are planning to use InfoPath and InfoPath Forms Services, you must be licensed for both. The Enterprise Client Access License for MOSS is required for InfoPath Forms Services.

The only requirement for the K2 Web Designer is Internet Explorer 6 or 7 and the Silverlight 2.0 runtime component. Process participants only need Internet Explorer 6 or 7.

For more detailed information, including hardware requirements, see the K2 blackpoint Documentation, in particular the **Planning the environment** topic, available for download along with K2 blackpoint at <http://blackpoint.k2.com/en/downloadtrial.aspx>.

WHO SHOULD BE INVOLVED?

There are several roles that should be involved when installing K2 blackpoint. Often one person is the contact for more than one role.

- > Server Administrator
- > SQL Database Administrator
- > Active Directory Administrator (Kerberos configuration may be required if installing in a distributed environment)
- > SharePoint Administrator

HOW TO DIFFERENTIATE K2 BLACKPOINT FROM OTHER SOLUTIONS

K2 blackpoint is not the only product that is specifically designed to extend SharePoint. However, it is the only enterprise-class workflow server that integrates extensively with SharePoint but runs in its own Windows service, separate from SharePoint. This offers scalability and reliability that cannot be matched by competitors. K2 blackpoint is based on the same BPM platform as K2 blackpearl, so it is a proven, enterprise-class process engine offered at a fraction of an enterprise price.

K2 blackpoint is business-ready out-of-the-box and provides many features that often have to be custom-built or left for a future version of other products or custom solutions. These features include:

- > Central task management through a single, rich worklist provides users with one place to check their daily work items
- > Delegation and redirection of tasks so users and managers can dynamically assign tasks based on need and special circumstances
- > Dynamic roles that can be based on SharePoint groups so a process can inherit the group structure already in place
- > Exposing of SharePoint list data as business entities, which allows data to be reused and repurposed for more than just SharePoint
- > Extensive management capabilities to control access, rights and process instances
- > Rich reports for business activity monitoring and process improvement

Because K2 blackpoint and K2 blackpearl use the same engine, K2 blackpoint can be upgraded to K2 blackpearl*. In fact, the actual project (.kprx) definition files can be opened and modified by K2 blackpearl Designers, which is how a company who upgrades from K2 blackpoint to K2 blackpearl can make modifications to their K2 blackpoint processes. Alternatives for addressing a company's growth include custom development or implementing a new platform, which leads to a redesign of existing systems and proves to be expensive and time consuming.

*Upgrade to K2 blackpearl will only be available with the 0904 release of K2 blackpearl, currently planned to release in mid-Q2 2009.

K2 BLACKPOINT LICENSING, TRAINING AND SUPPORT

There are three editions of K2 blackpoint available: Team, Standard and Enterprise. The edition you choose depends on your SharePoint infrastructure. Prices are based on the current price list and expressed in USD. Local pricing applies to regions other than North America.

TEAM EDITION - \$5,000	STANDARD EDITION - \$10,000	ENTERPRISE EDITION - \$15,000
Small Scale	Medium Scale	Large Scale
Single server installation (K2 blackpoint and SharePoint)	Single server installation (K2 blackpoint and SharePoint)	Distributed installation
200 or less users	200+ users (unlimited but depends on hardware scalability)	Unlimited users

For detailed information about licensing, deployment scenarios (including graphics), and support terms, see the K2 blackpoint Licensing, Deployment Scenarios and Support Information document.

K2 BLACKPEARL, K2 BLACKPOINT, OR BOTH?

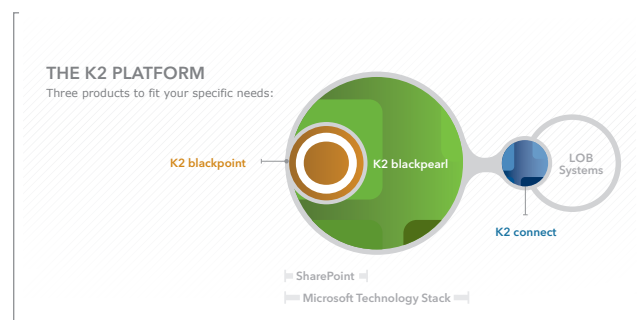
Sometimes you might find that K2 blackpoint suits one department's needs while K2 blackpearl is more appropriate for another department. K2 blackpoint and K2 blackpearl can be installed on the same network, however they cannot be installed on the same server. Furthermore, K2 blackpoint cannot interact with K2 blackpearl and vice versa. A process developed in K2 blackpoint must stay within K2 blackpoint unless it is retired and deployed to a K2 blackpearl server. K2 blackpearl designers cannot deploy to a K2 blackpoint server.

Note that only K2 blackpearl supports solutions that are front-ended by a custom application, meaning that you must use K2 blackpearl to integrate the workflow engine with an off-the-shelf or custom developed application. API access is restricted with K2 blackpoint.

THE K2 PLATFORM

The K2® software platform increases business efficiency and makes work simple. Visual, familiar tools allow people with varying backgrounds and

technical skill to create applications that automate business processes and streamline operations. When something in the business changes, modifying the applications is easy.



K2 blackpoint is a subset of K2 blackpearl. K2 connect is an add-on to K2 blackpearl that allows business entities to be created from SAP data. To learn more about K2 blackpearl and K2 connect, please visit www.k2.com.

K2 BLACKPOINT TRAINING

Process Guides, outcome templates and intuitive designers allow you to start assembling processes quickly. An online K2 blackpoint training course will be available. This training will enable all who complete it to:

- > Understand common workflow concepts and definitions
- > Understand the differences between SharePoint Workflow, K2 blackpoint and K2 blackpearl
- > Understand the types of solutions that can be built on K2 blackpoint with no code

In addition, the course will offer step-by-step instructions for building some common process-driven applications, such as:

- > Publishing Process - A simple SharePoint Events process using the Publishing wizard to take content from a document and turn it into Web content.
- > Timesheet Approval - Web Designer-based process for submission and approval of employee timesheets.
- > Leave Request - SharePoint Workflow process based on a SharePoint list, where employees submit a request for vacation, and upon approval, department and HR leave calendars are updated with the form data.
- > Site Provisioning - InfoPath process based on a site

request for a project, which automatically provisions the site, a library, a list item, and permissions on the site.

- > Policy Approval - SharePoint Workflow process based on a document library. Parallel routing to two roles, Legal and Communications.
- > Internal Recruitment - InfoPath process based on applying for an internal job posting. Creates a site, works with list items to keep a progress list up to date, and stores a document from an XML data field.

For more information, visit www.k2underground.com/k2/blackpoint.html

SUPPORT TERMS AND CAPABILITIES

The primary support for K2 blackpoint is community-based and resides on the popular k2underground.com site. Forums, files and area experts are always there when you need them. For more information about additional levels of support, see the K2 blackpoint Licensing, Deployment Scenarios and Support Information document.

CUSTOMER SUCCESS GUIDANCE

K2 has a rich worldwide partner network, supported by regional K2 offices, that has expertise in SharePoint, K2 blackpoint and many other technologies to help you out when you find yourself needing more assistance.

NEXT STEPS

We will be happy to advise you further on K2 blackpoint features and capabilities:

Contact Us (<http://www.k2.com/en/contactus.aspx>)

K2 blackpoint Licensing, Deployment Scenarios and Support Information

www.k2.com/blackpoint

www.k2underground.com/k2/blackpoint.html

Request a Demo

www.k2.com/en/contactus.aspx?action=demo_blackpoint

Link to event schedule

www.k2.com/en/eventcalendar.aspx