



Online Collaboration Suite

The integrated, powerful and effective intranet solution



Getting a WebOffice up and running has never been easier. The Workplace2go suite of online collaboration tools gives you the resources you need to bring your company, project team, and remote offices together in one, easy to use place. Organize information, share files and documents, coordinate calendars and enable efficient collaboration, all in a secure, browser-based environment. Workplace2go has partnered with the leader in web collaboration to bring our users a simple and effective way to gain the benefits of a WebOffice without having to invest in hardware or software.

11 Fully Integrated Applications

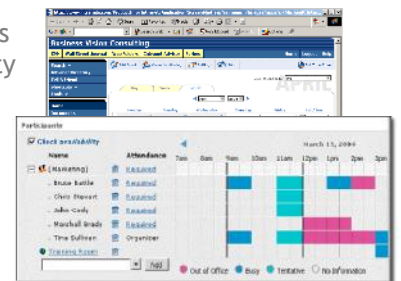
A Workplace2go WebOffice includes a complete suite of online collaboration applications giving you a wide range of administration tools that help you maximize the effectiveness of your intranet.

Document Manager

Securely share documents, files, and other information with your company, remote workers, and business partners. Your authorized users have secure access to key files at any time from anywhere. Locate the information you need quickly and easily with Advanced Search and the optional Full-Text Search feature.

Online Calendar

Keep track of personal appointments, group meetings and company-wide events. Check people's availability using the Group Scheduling feature to keep everyone in sync. Securely share access to your calendar with colleagues who need to know your schedule, while maintaining the privacy of your personal meetings. Synchronize with Palm® and Microsoft® Outlook and be up to date at all times.



Database Manager

Realize the power to easily create fully customizable databases! You'll be able to easily manage and manipulate mission-critical information and share it with colleagues. Import your existing data or create your own database. Choose from eight ready-made templates or develop your own database from the ground up.

Task Manager

Keep track of personal action items or delegate tasks within your organization or to members of a project team. Easily follow the progress of a task from start to completion and view status by owner, project, or other criteria you choose.

Securely share documents, calendars, databases and other information with your company, project team or remote office.

Anywhere. Anytime.

Over 200,000 users around the world use the same integrated suite of applications to keep everyone in their organization, group, and department informed and connected.

The PARTNER suite is ideal for:

- Companies
- Departments
- Project Teams
- Remote Workers
- And More...

Discussion Forums

Use this application for joint file editing, team projects, brainstorming and other collaborative work. Exchange important ideas and information in a structured, hierarchical “thread” that make reading and responding easy.

Announcements

Post important company-wide information in a place where your employees will not miss it. Announcements keep everyone in your group up-to-date on the most critical information, key deadlines and more.

Contact and Member Directories

Store all your outside contacts and intranet member information in the Contact Directories application. Store information for your key contacts both inside and outside your company and access it from anywhere in the world using a simple web browser.

E-mail Accounts

Exchange e-mail with anyone in the world with personalized e-mail addresses using your organization’s intranet address (e.g. bob@mycompany.intranets.com).

Expense Reports

Keep track of work-related expenses for reimbursement. Customize the Expense Reports application to meet your needs by defining expense categories, mileage reimbursement rate and local currency. Your reports are visible only to you and can be reviewed any time you need to, from anywhere in the world.

Opinion Polls

Create, distribute and report on an online survey all from your desktop. Build consensus among co-workers or simply understand what your group is thinking to can make better-informed decisions for your group and business.

Administration Tools

Workplace2go provides a simple and powerful set of tools to manage and monitor usage of your intranet. You’ll also have access to a wealth of configuration options so you can easily customize your intranet site to your organization’s needs.