

# harmon.ie® for SharePoint Outlook Edition

is an Outlook® 'social email' sidebar that drives document and social adoption of SharePoint without changing user behavior, by providing every business user easy, full-featured access to SharePoint from the convenience of the email client.

## Benefits of harmon.ie

### Eliminates document chaos

Drag-and-drop access to SharePoint documents from Outlook. Users follow document activity from email.

### Prevents data leakage

Email recipients can only open documents for which they are authorized in SharePoint, because users send links to SharePoint documents, not attachments.

### Reduces email storage requirements

Using links instead of attachments reduces email storage on local servers or with Office 365.

### Boosts productivity significantly

Business users perform typical SharePoint tasks 6 times faster.

### Increases visibility and project transparency

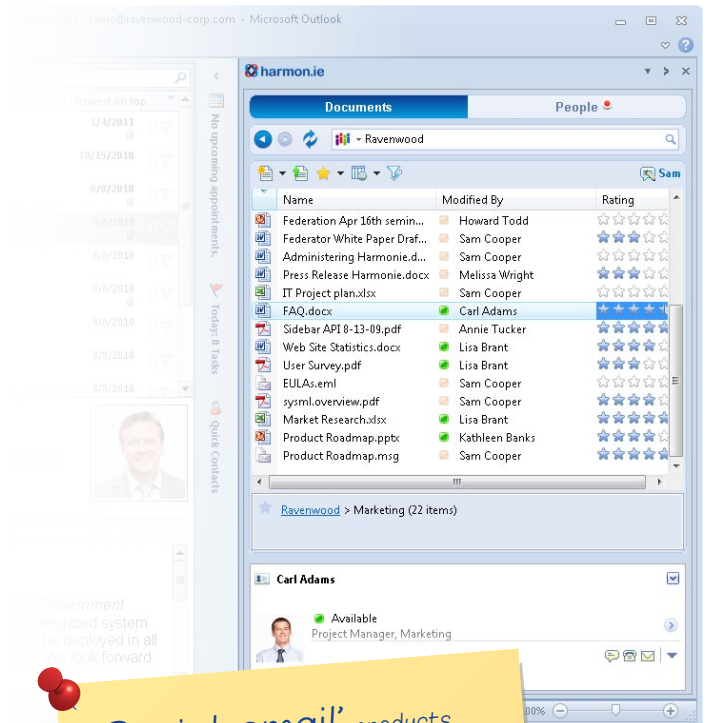
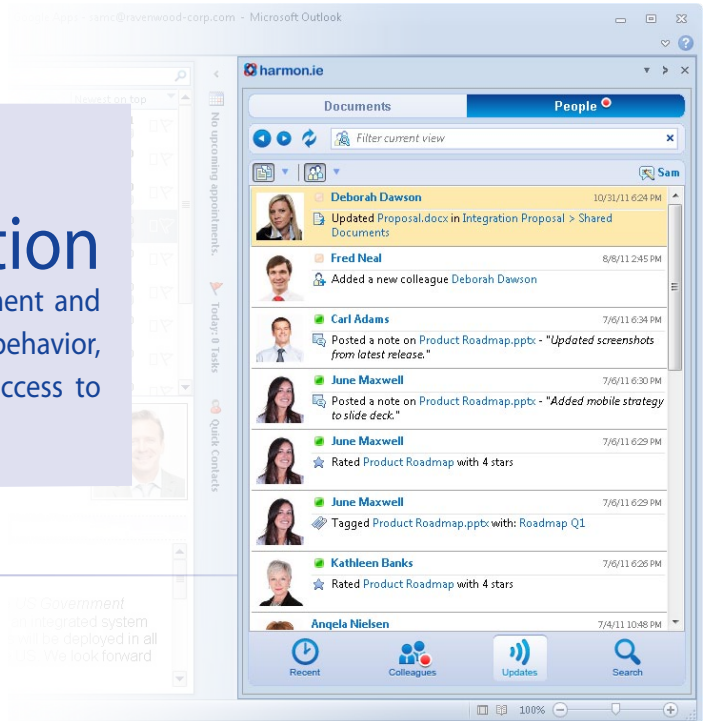
User receive real-time updates of project-related SharePoint activities.

### Drives adoption of SharePoint social networks

Users receive 'colleague suggestions' based upon actual project activity. Building the enterprise social network is a snap.

### Reduce distractions via single collaboration context

Microsoft Lync®, OCS, and SharePoint appear directly in Outlook; users have all collaboration resources in a single window.



'Social email' products transform the email client into a collaboration and social workspace by creating a single work context across disparate products such as Microsoft SharePoint, Microsoft Outlook, Microsoft Lync®/OCS®, Lotus Sametime and others.

## Product Features

### Document and email sharing

- › **Share documents easily** – When sending email attachments, harmon.ie prompts users to upload the document to SharePoint and send a link instead, so users do not have to change work habits to adopt SharePoint.
- › **Publish email messages and attachments to SharePoint** by dragging and dropping them from Outlook to the harmon.ie sidebar. Email headers are automatically saved as SharePoint metadata and mapped to SharePoint columns.
- › **Search, tag, and filter documents** on SharePoint sites directly from Outlook.

### Real-time collaboration

- › **Initiate Microsoft Lync/OCS sessions** directly from a document or from a colleague's SharePoint profile. Built-in presence awareness indicates which colleagues are online.
- › **Follow SharePoint libraries** – an activity stream provides live updates of people and document status changes.
- › **Open documents automatically** using Office Web Apps.

### Plug into the Microsoft Cloud

harmon.ie supports Microsoft SharePoint Online (part of Microsoft Office 365), as well as hosted solutions for SharePoint 2010, Office SharePoint Server (MOSS) 2007, and Windows® SharePoint Services (WSS) 3.0. Asynchronous drag-and-drop operations ensure that the Outlook application remains responsive when the user accesses or stores large documents.

### Social Features

- › **Search for people in SharePoint**, based on department, skills, expertise and other attributes.
- › **Collaborate in context** – View SharePoint complete profiles from email messages, document, calendar appointments, or tasks.
- › **'Social' Document version history** reveals which colleagues altered each version of a document.
- › **Build the enterprise social network** by adding colleagues from the 'suggested colleagues' list. Easily arrange colleagues into project teams.
- › **Quickly access colleague's SharePoint MySite** directly from email.
- › **Sort documents by ratings values** to find popular content.

### Centralized Deployment and Provisioning

harmon.ie does not require modifications to the SharePoint server infrastructure. Domain administrators can use Active Directory to:

- › Centrally deploy and provision the harmon.ie sidebar to Outlook users.
- › Pre-configure SharePoint sites.
- › Pre-configure preferences based on corporate policies.
- › harmon.ie provides SharePoint usage reports to help promote adoption.

## System Requirements

- › Microsoft Office Outlook 2010 or 2007 (SP2 is recommended).
- › Microsoft Windows 7, or Microsoft Windows Vista Business, Enterprise or Ultimate Edition, or Microsoft Windows XP Professional.
- › Microsoft .NET framework 2.0 or later.
- › Microsoft SharePoint 2010, Microsoft Office SharePoint Server (MOSS) 2007, Microsoft Windows SharePoint Services (WSS) version 3.0, or Microsoft SharePoint Online (Office 365).
- › SharePoint Foundation.
- › For OCS / Lync integration: Microsoft Office Communicator 2007 R2/ Microsoft Lync 2010.

### About harmon.ie

harmon.ie (pronounced 'harmony') brings document collaboration to every business user by transforming the email client into a collaboration and social workspace, called 'social email'.

Thousands of businesses already use harmon.ie to vastly increase user adoption of SharePoint or Google Docs™ for document sharing, collaboration, and social networking. harmon.ie, formerly known as Mainsoft, has been building cross-platform enterprise software since 1993. To learn more about harmon.ie, visit [www.harmon.ie](http://www.harmon.ie)



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