

Managing Emails on SharePoint

harmon.ie provides the following benefits:

Find emails and documents quickly

Emails are easy to find when stored and accurately classified in SharePoint. Having all business data - emails as well as documents - in one place, helps you manage your projects much easily.

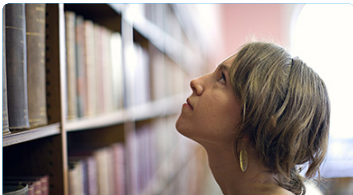
Save on email storage

Reduce expensive email storage space by keeping only one copy of each email and document. 'One copy of the truth' reduces email chaos when collaborating with colleagues.

Fulfill email-related business requirements

Fulfill important business requirements by making it easy to retrieve emails for discovery, audit, and compliance needs.

harmon.ie Enables You to Manage Emails Using SharePoint for:



Retaining Knowledge

harmon.ie makes it easy to store, classify, and retrieve emails and documents using SharePoint, so workers can find critical business information fast.



Managing Projects

harmon.ie simplifies storing emails, documents, tasks, calendar events, announcements, and discussions in SharePoint, so projects stay on track.



Managing Client, Cases & Products

harmon.ie makes it easy to store, classify, and retrieve client-related emails and documents on SharePoint. Working with customers, suppliers, and partners has never been easier.



Managing Records

harmon.ie makes it easy to capture and classify emails and documents using SharePoint. With all records classified accurately, finding them for audits and discovery is simple.

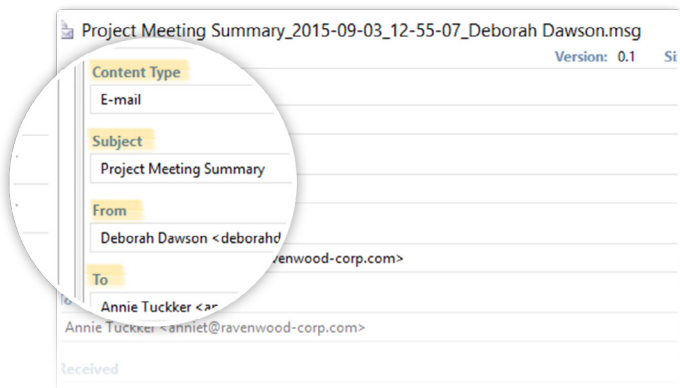
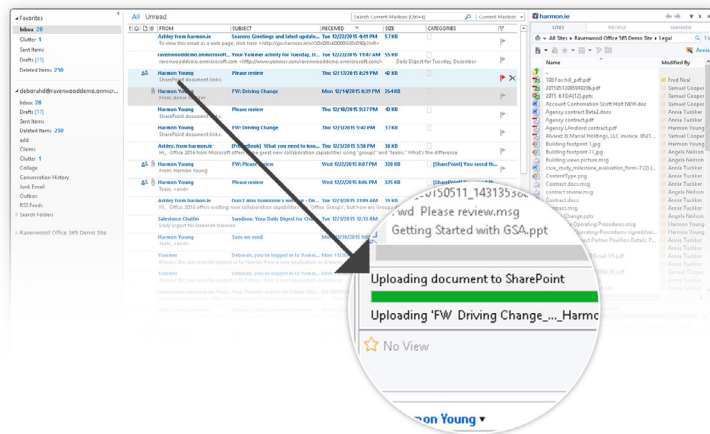
About harmon.ie

harmon.ie is an established global company helping thousands of enterprises focus on getting work done, rather than on using a multitude of tools. harmon.ie is a Microsoft Partner of the Year Finalist.

harmon.ie increases the adoption and return on investments in SharePoint, Office 365 and other Microsoft collaboration products, by enabling the effective management of Email, records, and knowledge using SharePoint.

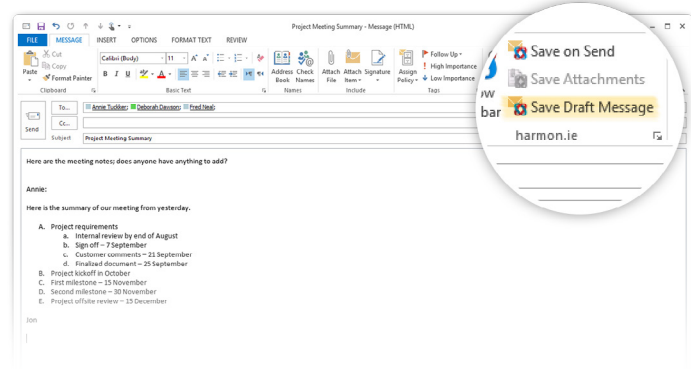
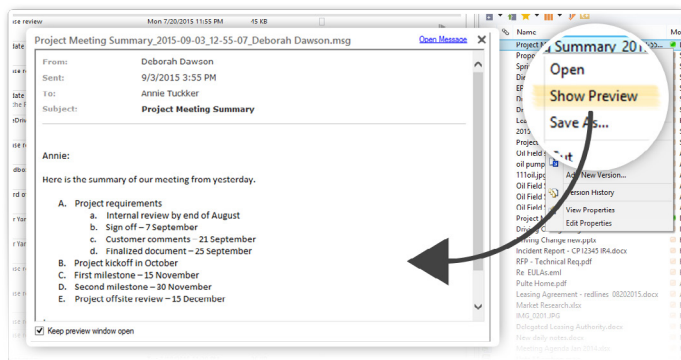


Store emails messages from Outlook directly on SharePoint using the harmon.ie Outlook and Notes sidebar. By staying within the Outlook window, you remain in focus while helping to organize emails and documents.



Classify email messages in SharePoint. harmon.ie automatically maps email headers such as 'To,' 'From,' 'Subject,' and 'Received' to SharePoint metadata.

Retrieve email messages from SharePoint. When classified correctly and efficiently, finding email messages is a snap. You can even preview emails with one click.



Collaborate with colleagues using email messages stored on SharePoint. Realize all the benefits of SharePoint document collaboration, now with email messages.

- Use draft emails to collaborate internally
- Eliminate email chaos by having only one copy of the truth
- Maintain a version history of draft email messages