

Hosted Microsoft® Windows SharePoint Services

Freedom to Share

Microsoft Windows SharePoint Services 3.0 is the premiere collaboration and productivity enhancement tool in the marketplace today. Windows SharePoint Services 3.0 sites provide a central depository for documents, information and ideas, enabling users to work interactively.

Across Town or Overseas

Whether you collaborate with team members across town or with vendors overseas, hosted Windows SharePoint Services 3.0 sites let you compare notes, share schedules and work together on virtually any type of file — anywhere, anytime, on any web browser.

Take It Online

The service also makes it easy to launch and maintain intranets, web sites, bulletin boards and picture libraries, as well as improve project management with shared calendars and issue-tracking capabilities.

Workflow Management

Make your workforce more efficient with clearly defined and rule-managed workflows. Windows SharePoint Services 3.0 automates every aspect of your daily work processes.

Manage Information

Windows SharePoint Services 3.0 sites are great for storing information such as event calendars, contacts, web links, discussions, issues lists and announcements.

Share Files

Hosted SharePoint Services 3.0 provides your team site with document storage and retrieval; benefit also from check-in and checkout functionality, version history, custom properties and flexible, customizable views.



Key Benefits:

- **Includes IT resources** such as portals, team workspaces, e-mail, presence awareness and web-based conferencing
- **Enables users** to locate distributed information quickly and efficiently, as well as connect to and work with others more productively
- **Create web sites** for information sharing and document collaboration to increase individual and team productivity

Key Group Collaboration Features:

- **Microsoft Office System integration:** Deep integration with Microsoft Office System programs allows teams to collaborate using the familiar tools they use every day.
- **Document collaboration:** Document workspace sites created using Microsoft Office Word 2007 take advantage of platform features by providing a document-collaboration space.
- **Check-in and checkout:** Documents can be reserved by individual users for updating purposes.
- **Document versions:** Document changes are tracked and assigned different version numbers for auditing and rollback.
- **Browser-based customization:** Changes can be made in a web browser by dragging Web Parts onto personal or public pages, and then customizing them. Themes can also be applied using a browser.
- **Presence integration:** Users can determine the online status of site members quickly by sending e-mail or an instant message, adding the member to a contact list and viewing current free/busy status.
- **Alerts:** A user or site manager can add an alert to a list or list item so that they receive an e-mail notification when changes are made.

Web site: www.85under.com

Phone: (877) 858-6337



Collaborate

Take collaboration to the next level with hosted Windows SharePoint Services 3.0. Team members can easily create collaborative workspace sites to share and manage their team information. Threaded discussions, surveys, shared calendars, task lists and other features help you and your teammates stay connected and productive.

Customize

Team sites based on Windows SharePoint Services 3.0 are useful right out of the box. However, if you prefer, you can customize your site, changing its appearance and adding functionality without using third-party applications or doing any programming.

Individual Empowerment

SharePoint site members can find and communicate with key contacts and experts, both by e-mail and with instant messaging. Site content can be easily searched, and users can also receive alerts to tell them when existing documents and information have been changed, or when new information or documents have been added. Site content and layout can be personalized on a per-user basis, and Web Parts can be used to present targeted information to specific users on precise topics.

Fully Compatible

Microsoft Office programs use SharePoint for site content. All of a site's collaborative content — documents, lists, events, task assignments and membership rosters — can be read and edited within Microsoft Office Word 2007, Microsoft Office Excel 2007 and Microsoft Office PowerPoint 2007.

SharePoint site event calendars can be viewed side-by-side with personal calendars in Microsoft Office Outlook 2007, and also allow users to create meeting-specific workspaces to augment group appointments.

Management Enabler

SharePoint site managers can customize the content and layout of sites to ensure that site members can access and work with important and relevant information. Member participation can also be monitored and moderated when necessary. Security and task responsibilities are both flexible and easily accessible. Well-designed lists and entire sites can be saved as templates and reused by individuals, teams or business units across an organization.