Lotus. software

IBM Lotus QuickPlace 3

Features and Benefits

"My Places." Provide a central, personalized listing of all team workspaces to which the "Member" belongs, simplifying viewing, finding and moving from one "Place" to another.

Advanced Search. Search across all the team workspaces within an enterprise or scope the search to a single team workspace and "Rooms" and "Folders" within.

Lotus Sametime Integration. Increase productivity by adding presence awareness, IM (instant messaging) and Web conferencing to any Place -- see Member availability, initiate IM, or schedule or launch a Web conference.

Team Calendar. Keep track of shared calendar events created in the team workspace using IBM Lotus® Notes™ or Microsoft Outlook.

Personalize & Customize. Easily adapt a team workspace or fully customize to address a vertical or horizontal business process.

Collaborate in Context. Embed team collaboration in any Web-based application, Web site or portal.

Growing a business requires quick response to challenges *and* opportunities. Clear communication, effective collaboration and seamless coordination with customers and business partners is a must. Focus on bottom line results, sustain a leadership position and reach across geographic boundaries by bringing colleagues within the enterprise together with suppliers, partners and customers -- all without giving away the keys to the kingdom. Furthermore, do this without making a sea-change investment in information technology infrastructure and staffing.

With IBM Lotus® QuickPlace™, facilitate instant decision making, collaborate on documents, reach consensus through discussion, and coordinate plans, tasks and resources. The flexibility inherent in QuickPlace allows companies to meet current and evolving business requirements. Teams of users company-wide can easily create out-of-the box team workspaces. Or developers can deeply customize any one or a number of "Places" to address an industry- or business process-specific requirement, such as managing mergers and acquisitions, product life-cycles and automated RFP (Request for Proposal).

Lotus QuickPlace is a business-ready, self-service team workspace expressly designed for collaboration. Through QuickPlace, users instantly create secure workspaces on the Web, giving them a Place(s) to communicate, coordinate and collaborate on any project or ad-hoc initiative.

QuickPlace is intuitive and easy to use and integrates with familiar personal productivity tools, such as Lotus Notes and Microsoft Office. This integration allows users to work in a seamless environment for managing documents, discussions, events, tasks, resources and workflow -- all while maximizing existing investments in technology and minimizing impact on IT and help desk staffs.

The collective knowledge of an organization is its most valuable asset for increasing market responsiveness, meeting tomorrow's challenges and exploiting opportunities. QuickPlace brings together what an organization has learned in Places where best practices can be established, cataloged, updated and acted upon.

QuickPlace Empowers People.

• **Create rich content.** Author and edit documents right from a Web browser and share in popular formats including HTML, GIF and JPEG, animated GIF, e-mail with attachments, and more.

• **Find information fast.** Easily retrieve information with the help of full-text indexing. Search all Places or scope a search to a single Place.

• **Personalize.** Point-and-click to change basic look-and-feel based on personal preference or corporate guidelines.

• **Take it off-line.** Establish a local copy on a desktop and seamlessly read, author and edit documents while disconnected. Synchronize changes made to the local copy when reconnected to the network.

QuickPlace Inspires Teams.

• **Collaborate in real-time.** See if team members are available, engage in instant messaging dialog and schedule and launch a Web conference.

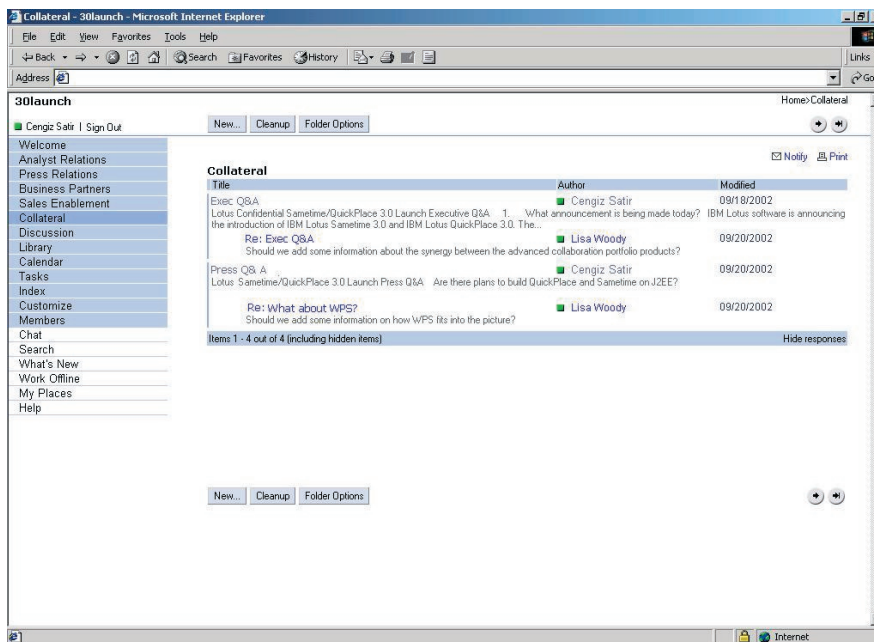• **Manage lightweight projects.** Assign tasks and track milestones specific to a project or initiative.

• **Communicate using e-mail.** Send e-mails directly to a Place, or receive notifications about postings, updates, team calendar events and outstanding action items.

QuickPlace Extends Enterprises.

• **Integrate with directories.** Consistently support user names and passwords with other directory-based applications. Authenticate against any LDAP directory, including IBM Lotus Domino.

• **Update multiple Places.** Change a common template and update "PlaceTypes", simplifying administration .

• **Apply existing IT skills.** Tap existing IT skills and technology investments. QuickPlace supports standards and runs on leading server platforms.

Lotus Sametime 3 Delivers real-time collaboration to Places with Lotus Sametime 3. Threaded awareness enables Members to seamless monitor presence and initiate an instant messaging session.
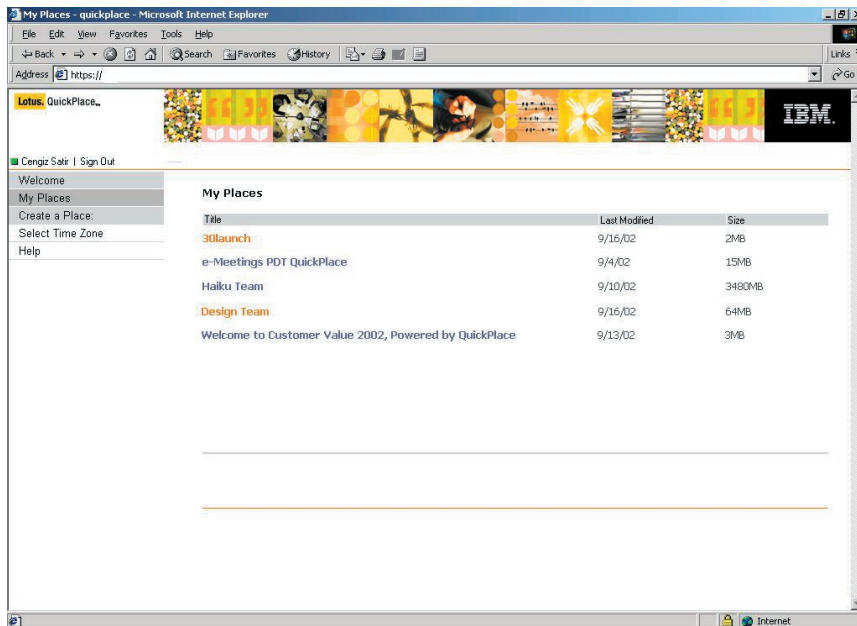
Users love QuickPlace because…

…they can easily establish and feel part of a virtual community working toward a common set of goals. Teams of users are empowered to create team workspaces, and to start collaborating immediately. Plus, QuickPlace is flexible enough that a user can modify it a a later date to meet changing business needs.

Administrators love QuickPlace because…

…it is easy to install, deploy and manage. Integration with existing directories simplifies administration and unmatched security eliminates unplanned downtime. Tracking Places, Members, usage and other statistics is easy using a simple tool. Multiple servers and clusters enterprise-wide can be managed from a central access point.

Developers love QuickPlace because…

…potential for industry-specific or horizontal applications is virtually unlimited. Updating and reusing customizations is simple through centralized refreshes and content updates. What's more, developers can use their favorite tools including HTML, Java, LotusScript and C.

"My Places" renders information silos obsolete. Simply bookmark a single URL and Members can view a list by name, size and date last modified.

**IBM Lotus QuickPlace 3
at a glance**

Server system requirements

Supported platforms

- Microsoft® Windows® NT 4.0 operating system

- Microsoft Windows 2000 operating system (Server and Advanced Server editions)

- Sun Solaris 8

- IBM AIX® operating system, Version 4.3.3

- iSeries/OS 400 - versions: V5R1, V5R2

- zSeries - OS/390 2.10, and zSeries OS, z/OS 1.1 through 1.4.

Supported Web server

- IBM Lotus Domino

- Domino 5.010

Client system requirements

Supported platforms

- Windows NT

- Windows 98

- Windows 2000

- Windows XP Professional

- Macintosh System 9

Supported browsers

- Microsoft Internet Explorer 5.5 for Windows

- Microsoft Internet Explorer 6 for Windows

- Microsoft Internet Explorer 5.1 for Macintosh

To Learn More about IBM
Lotus QuickPlace 3 Visit:

www.lotus.com/quickplace

IBM

*e*business software