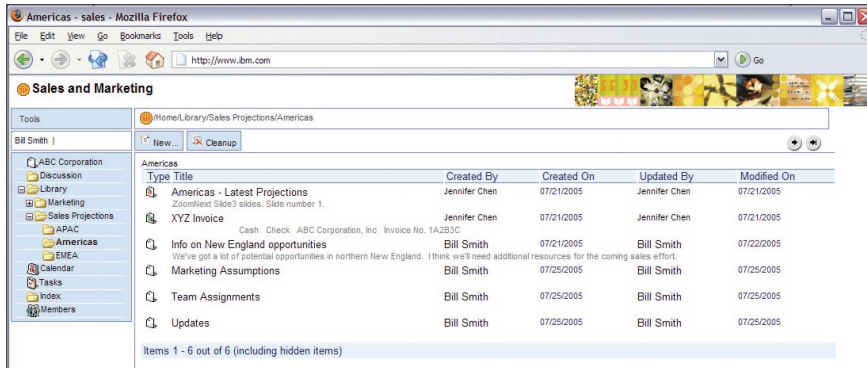




Lotus® software

IBM Lotus QuickPlace 7

Intuitive Web-based team collaboration



Teams create, edit and share documents and information with IBM Lotus QuickPlace software.

Highlights

- Ensures coordination through document folders and team calendars, and fosters a sense of community through discussion forums
- Provides enhanced ability to protect confidential information through encrypted and password-protected team spaces
- Crosses organizational boundaries for collaboration inside and outside the firewall
- Offers teams the option to create their own team spaces, minimizing the impact on IT
- Offers offline access so information is always available
- Supports deployments across multiple operating systems and Web browsers

The demands placed on project teams have never been greater—balancing the need for agility and speed against the demands of a mobile workforce, overburdened IT departments and the ever increasing coordination required with outside suppliers and partners.

IBM Lotus® QuickPlace® software can help ensure successful completion of projects by allowing you to share documents, centrally manage tasks and team calendars, and stay connected with discussion forums and news alerts. With the security features and offline access that are the hallmark of Lotus solutions, more than 12 million users have used Lotus QuickPlace software to help increase productivity, build a sense of community and see projects through to their successful completion.

Designed to address the needs of end users

Lotus QuickPlace software can address a wide variety of coordination needs, from full-scale project management to ad hoc discussion forums and team-oriented document management. Lotus QuickPlace software is designed to be robust yet easy to use and manage, giving end users the capabilities needed to stay coordinated while allowing them to create and customize team spaces with minimal IT involvement. Team spaces are accessed through a Web browser, providing a comfortable and familiar environment in which minimal end-user training and support are required.

Collaborating on documents and tasks

Lotus QuickPlace software offers a variety of rich collaboration capabilities. Documents can be posted to a team library or to custom folders. You can drag and drop files directly from the desktop into a QuickPlace location, and integration with Microsoft® Office allows you to create, view and edit Office documents from within the team space. You can also import Microsoft Office documents and publish them as Web pages, or create your own. As is

often required in situations where multiple people are working on the same document, revisions can be tracked to ensure proper version control.

Lotus QuickPlace software can also be used for essential project management functions, such as tracking tasks and deliverables, key issues, status reports, time sheets, expense reports and project assets.

Discussion forums and team calendars

One of the key benefits of a team collaboration solution is the sense of community it can foster, especially among team members who may be spread out across the world or across organizations. Lotus QuickPlace software features discussion forums for sharing ideas and feedback, or for ensuring that action items are tracked and addressed. The Lotus QuickPlace team calendar can help teams stay coordinated, and includes integration with members' personal calendars.

Offline access

With the ability to create an encrypted, password-protected local copy of your team space, you will have access to your documents regardless of whether you are in the office or on a plane. Once you are back online, your local copy of the team space will be synchronized with the

server, uploading any changes you have made and ensuring your local version is always current.

Search and my places

To help you easily find the information you need when you need it, Lotus QuickPlace software offers robust search capabilities, allowing you to search within an individual team space or across all team spaces. Lotus QuickPlace software also offers a *my places* view that aggregates all of the team spaces to which you belong, simplifying finding, viewing and moving from one to another.

Alerts and e-mail integration

Lotus QuickPlace software offers the ability to establish e-mail alerts, automatically sending notifications of new documents, changes to calendar items or events, or updates to specific pages. Lotus QuickPlace software also allows you to send e-mail messages directly to the team space for posting.

Instant messaging integration

Organizations that have also deployed IBM Lotus Sametime® software are able to embed presence awareness and instant messaging features into their team spaces, greatly enhancing the ability to collaborate and resolve issues in real time. Lotus QuickPlace and Lotus Sametime software can now be deployed on the same server.

Teaming across firewalls

One of the more difficult project management tasks is coordinating outside of the organization. Lotus QuickPlace software is ideally suited for such environments, allowing for teaming across firewalls for collaboration with partners, suppliers and customers.

Encryption and password protection

In addition to allowing for authentication with a Lightweight Directory Access Protocol (LDAP) directory, Lotus QuickPlace software offers the ability to password protect individual team spaces and encrypt all data they contain, making the sharing of confidential information more secure.

Attractive TCO and rich development capabilities

In addition to making team space creation and customization easy for end users to manage, Lotus QuickPlace software provides administrators and developers with robust customization and development capabilities at an attractive total cost of ownership (TCO).

Centralized, browser-based administration

Lotus QuickPlace software features browser-based administration and allows administrators to manage

multiple servers and clusters enterprise wide from a central access point. Administrators can track information about the number of team spaces, license counts, team members and usage, among other important statistics.

Directory integration

Lotus QuickPlace software can authenticate against popular LDAP directories, including IBM Lotus Domino® directories. Integrating with existing directories can help preserve your current investment in technology and utilize available skill sets.

Flexible deployment

Lotus QuickPlace software supports a wide variety of server and client operating systems, as well as Web browsers, allowing it to be deployed in alignment with your organization's infrastructure. Lotus QuickPlace software can be deployed on Microsoft Windows®, Sun Solaris, and IBM AIX® and IBM @server® iSeries™ platforms, and users can access their team spaces from Microsoft Windows, Linux® and Apple Macintosh environments using Microsoft Internet Explorer, Mozilla Firefox and Macintosh Safari browsers.

Self-service team space creation

Lotus QuickPlace software can be configured to allow end users to quickly create their own team spaces, minimizing the impact to IT. With a gallery of prebuilt templates and an intuitive customization process, it is easy to set up a team space specifically tailored to meet the needs of your users' projects. Lotus QuickPlace software also features integration with your corporate directory, ensuring all necessary team members can easily be invited.

Application development

For developers, Lotus QuickPlace software offers the requisite capabilities to build industry-specific or function-specific Web applications that require team collaboration. Rich customization options are available for controlling interface layouts, graphical elements and color and font schemes for Web sites or portals. Updating customizations and reusing applications are simple procedures, through centralized refreshes and content updates, and developers can use their favorite tools—including HTML, Java™, LotusScript and C++. Team collaboration capabilities can also be embedded into virtually any IBM WebSphere® Portal software-based application.

New in Lotus QuickPlace 7 software

Lotus QuickPlace 7 software offers a number of enhancements, both for end users and administrators.

Improved navigation through folder user interface

With a familiar room and folder model, including the ability to expand and collapse nested folders, it is easier than ever to navigate through a team space. End-user training is further reduced through new object icons and themes that provide additional contextual information.

Improved offline capabilities

The password for offline usage is now synchronized with the online password. Offline team spaces are encrypted to further facilitate protection of confidential information.

Additional browser support

Lotus QuickPlace 7 software offers support for Safari on Mac OS X as well as both Microsoft Windows and Linux software-based versions of Mozilla Firefox.

Administration improvements

Additional access levels are available, bringing them into alignment with familiar Lotus Domino access control list settings. Support for LDAP referral and Internet site configuration is also available.

Installation on locked-down desktops

Methods for installation on locked-down desktops are available, reducing the burden on IT.

Serviceability enhancements

A number of logging, tracking and error reporting enhancements were made in Lotus QuickPlace 7 software to help reduce the amount of time spent troubleshooting.

Robust team collaboration, attractive TCO

With the challenges faced by project teams today, it is essential that all team members have the collaboration capabilities they need to focus on the task at hand, not the technology they are using. Lotus QuickPlace software offers the document sharing, discussion and project management capabilities needed in an intuitive, security-rich environment that can help minimize IT expenses.

To learn more about IBM Lotus Quickplace software, visit:

ibm.com/lotus/quickplace



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08-05
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