

# Exchange Central

Professional Group Calendaring for Microsoft Outlook®

## Efficient, timesaving planning tools

Exchange Central is an easy and effective group scheduling tool for Microsoft Outlook® users who are organizing employees, meeting rooms, company vehicles or any other type of calendar.

With Exchange Central you get:

- ▶ **Group oriented views providing the user with an optimal overview of more than 3 - 5 calendars**
- ▶ **'Direct booking' of employees and resources**
- ▶ **Support for both 'direct booking' and Outlook® meeting invitations**
- ▶ **'Drag and drop' functionality - move or copy appointments between calendars**
- ▶ **Microsoft Outlook® 'look and feel'**
- ▶ **View Presence information**

This results in:

- ▶ **A simple planning process**
- ▶ **An efficient and timesaving work process**

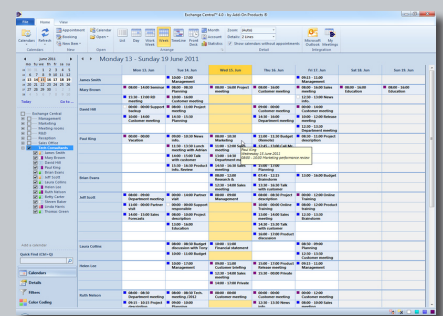
If you work within a team, create plans or book appointments, you will enjoy the benefits of Exchange Central from day one.

*Exchange Central has helped us with the coordination of appointments. The scheduling of external staff is extremely efficient thank to Exchange Central's user-friendly overview where we are able to view which colleagues are available and when.*

Creditreform Halle Balles, Schurk KG

## 3 steps to success

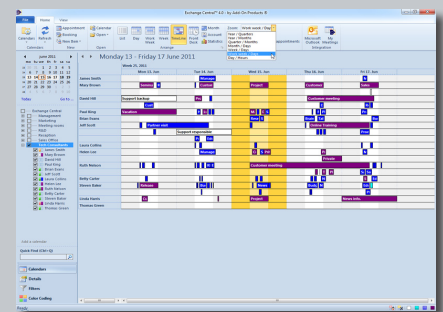
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### Week view:

Intuitive and team oriented view providing optimal overview of many calendars

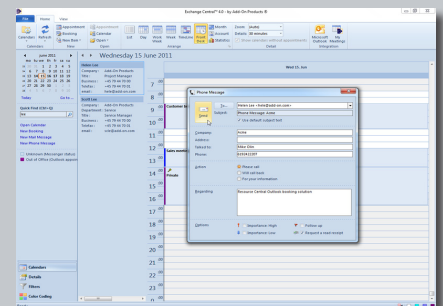
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### Timeline view:

Effective planning using direct booking and 'drag and drop' of appointments

3



### Receptionist tool:

Easy search provides instant access to contact information and availability

## Microsoft Partner

Gold Application Development  
Silver Application Integration

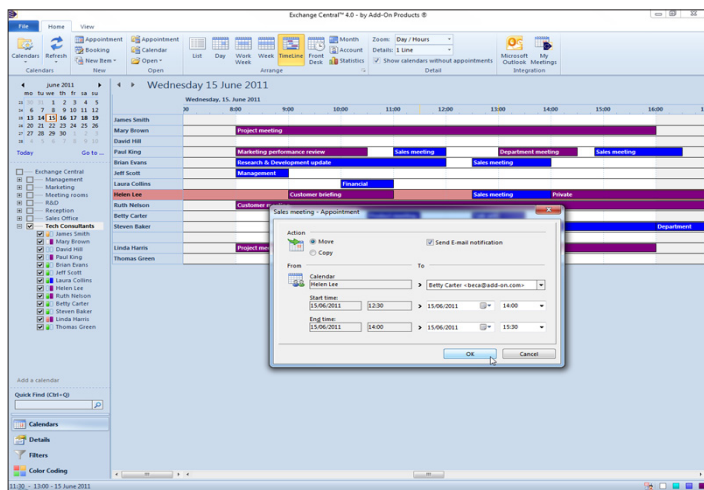
[www.add-on.com](http://www.add-on.com)

# Exchange Central

Improve your planning efforts with a group calendar

## Exchange Central gives you essential functionality for your daily booking and planning challenges such as:

- ▶ Enhanced planning and booking features using direct booking and 'drag and drop' functionality
- ▶ Intuitive and team oriented views based on many Microsoft Outlook® calendars
- ▶ More overviews from one day to more than one year
- ▶ Create customized groups or rely on pre-defined distribution lists (create groups based on location, skills or departments etc.)
- ▶ Easy on-demand filtering and color coding
- ▶ Create time usage statistics to evaluate your time consumption in the past, present, and future
- ▶ Export important views/data to Microsoft Excel
- ▶ Instantly locate your colleagues
- ▶ Access to multiple calendars supported by Microsoft Outlook's® permission



The 'Direct booking' and 'Drag and Drop' of appointments are efficient planning features when scheduling employees and resources

## Be more efficient

Exchange Central allows you to utilize your Microsoft Outlook® platform more efficiently. You're able to accomplish essential team planning and booking easily and efficiently.

Exchange Central allows you to organize employees, colleagues, meeting rooms – any type of Exchange calendars in the most efficient way!

### RealTime Service®

RealTime Service upgrades the built-in manual update functionality within Exchange Central to an automatic event-driven update service. With minimum impact and maximum output, it removes all fears of outdated information.

Real time decisions  
demand real time  
information

Rely on Exchange Central!



Add-On Products® is a world-wide market leading provider of add-ons to the Microsoft Exchange & Outlook® platform

### Add-On Products®

Skovgade 2, 7100 Vejle, Denmark  
Email: [info@add-on.com](mailto:info@add-on.com)

### Europe

Phone: +45 7944 7000  
Fax: +45 7944 7001

### North America

Phone: +1 (905) 655-9262



[www.add-on.com](http://www.add-on.com)

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