

Communications and messaging solutions
To support your business objectives



Lotus software

IBM Lotus Sametime software integration with Microsoft applications.

Connecting, conversing and collaborating more conveniently





IBM Lotus® Sametime® software is an award-winning platform for real-time collaboration.

For years, organizations of all types have taken advantage of the software's powerful, security-enhanced features, such as integrated presence awareness, instant messaging (IM) and Web conferencing, to help people quickly find each other, connect and communicate. And now IBM Lotus Sametime 7.5.1 software provides integration with Microsoft® applications, giving you easy and direct access to a full set of collaboration capabilities without having to leave your in-box or the documents or presentations on which you're working.

Talk and meet while never leaving your Microsoft Office applications

From within your Microsoft Word, Microsoft PowerPoint and Microsoft Excel applications, you can take advantage of:

- **Presence awareness.** Names within your Microsoft documents are IM-aware, which means you can see if a document author—or any name included in a document—is online. Say you're reviewing a client proposal, and you come across a project estimate that you want to verify. With presence awareness, you can see immediately—directly from the proposal—that the writer is online and available to answer your questions.
- **Business-class instant messaging.** IM capabilities within your Microsoft documents can help you get information and answers quickly, so you can get on with your work. Want to verify a data point in an Excel spreadsheet? There's no need to leave the spreadsheet to start a chat, or even a Voice over Internet Protocol (VoIP) call.
- **Web conferencing.** Some projects require collaboration to move them along, which is why you can now initiate Web conferences directly from your Microsoft Office applications. Imagine that you're working on a chart within a PowerPoint presentation, and it needs some refining. With Web conferencing, you can share the presentation with team members in real time and even jointly edit it live, saving the time you'd otherwise take sending e-mails or managing multiple versions of the content.

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PRODUCTION STATUS REPORT
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Order No.	Shipment Status
6427	Complete—Shipped 2/12/07
6428	Complete—Shipped 2/15/07
6429	Fulfillment in progress—due to ship 3/1
6430	HOLD
6431	Order received
6432	Backorder
6433	Backorder

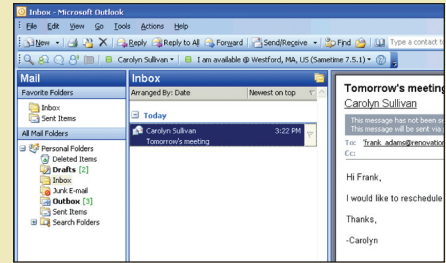
Person: Susan Chambers
 (Lotus Sametime) User online - Open chat
 (Lotus Sametime) User online - Open voice chat
 (Lotus Sametime) User online - Open call
 (Lotus Notes) Create Memo to
 (Lotus Notes) Invite to Meeting
 (Lotus Notes) Show Name Details
 Remove this Smart Tag
 Stop Recognizing "Carolyn Sullivan"
 Smart Tag Options...

Finding and connecting with the people you need is easy and more convenient with presence awareness, chat and Web conferencing capabilities integrated with your Microsoft Office applications.

Get more done from within your Microsoft Outlook application

Microsoft Outlook users can also take advantage of presence awareness, instant messaging and Web conferencing directly from their in-boxes, making it easier to find and talk with people within the context of your e-mails. For instance, you've received an e-mail that's prompted some questions about a project. With presence awareness and IM, you can instantly see if the person who sent you the e-mail is online and then start a conversation with a simple click. With tools at your fingertips, you can quickly find and connect with people to get the information you need, without having to wait for return telephone calls or e-mail replies.

Web conferencing is just as convenient. You can schedule a Web conference, along with your meeting, directly from your Outlook calendar. The Outlook application will prompt you for all the Web conference details and will include the URL in the meeting invitation sent out to all participants.



A toolbar along the top of your in-box lets you see if the sender of an e-mail is available, as well as initiate chats through IM or VoIP with a simple click of a command button.

Unify your communications capabilities

Lotus Sametime software continues to help you unify your communications and collaboration capabilities, which can reduce costs and simplify the way people connect. In addition to IM, Web conferencing, public IM federation and mobile clients, Lotus Sametime software provides advanced capabilities, such as out-of-the-box multi-way VoIP and integrated point-to-point video. In addition, the leading providers of telephony, audio and video capabilities are integrating their solutions with Lotus Sametime software, giving you even more options to help reduce communications costs, find people quickly and collaborate, through capabilities such as click-to-call, on-hook/off-hook phone status, integrated voicemail access, third-party call control and an integrated softphone.

Benefit from a marketplace-leading solution

Used by over 17 million people worldwide, Lotus Sametime real-time collaboration software is a marketplace leader because it offers an unmatched breadth and depth of capabilities. In addition to delivering communications and collaboration tools that help bring people together and improve productivity, Lotus Sametime software helps you:

- Extend your existing software investments.
- Protect the confidentiality of your conversations and data with proven security features.
- Choose the best technology for your needs by supporting a wide range of platforms, operating systems and servers.





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For more information

To learn more about how you can benefit from integrating IBM Lotus Sametime software with Microsoft applications, please visit:

ibm.com/lotus/sametime

To view the online catalog for Lotus Sametime software, please visit:

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