Novell® GroupWise® 8

Personal Productivity at Its Best
Novell® GroupWise® 8 raises the bar on user productivity with the first fully connected collaborative space for knowledge workers. Built for today’s social enterprise networking, the highly connected, collaborative GroupWise 8 workspace leverages Web 2.0 resources to enhance every interaction. Access wikis and blogs right from your mailbox. Add favorite Web pages to your Home View panels. Publish your calendar inside and outside the enterprise, so anyone you work with can do a busy search on your time.

Novell GroupWise 8 empowers you and your colleagues to reach new heights of personal productivity—connecting, communicating and collaborating to drive business success for your enterprise. GroupWise works the way you do.

“Novell GroupWise has now been running for more than one year, and we have never experienced any problems...E-mail is a vital part of our corporate communications, so the high availability provided by Novell GroupWise helps keep the business running smoothly.”

Claude Greiner
Head of IT Department
Haus Rubenhorst O. Lauffs GmbH & Co. KG

Drive Personal Productivity and Business Success

Figure 1. GroupWise enhances your interactions with a personalized collaborative workspace.
The Foundation for Productivity

Novell GroupWise 8 combines the widest-possible range of collaborative tools in a truly plugged-in work environment. E-mail, instant messaging, calendaring, contacts and task management have all been significantly enhanced while retaining the familiarity that helps current GroupWise users upgrade effortlessly. Nothing else plugs you into the Web 2.0 world as thoroughly as GroupWise 8 or makes it look so good—and so easy—once you’re there.

Design Your Workspace around Your Job

With Novell GroupWise 8, you customize your own Home View—a personal productivity dashboard that leverages Web 2.0 tools to support every aspect of your job. Your dashboard can include e-mail from your boss, your daily appointments and your prime contacts, plus the RSS feeds, blogs, wikis and team workspaces you use frequently. With everything you need at your fingertips, your productivity soars.

Your dashboard can be as vivid, visual and innovative as the world it connects to—presenting a panoramic and interactive view of all the tools, connections and Web-enabled applications you need to work efficiently. And you aren’t limited to a single dashboard. Create a different one for each project, team or activity.

It doesn’t even matter what platform you prefer or what device you’re using. Be productive from a laptop or a handheld device. Use Windows*, Linux* or Macintosh* platforms. Use the Web to work from home or on the road. With Novell GroupWise 8, you can work more effectively no matter where you are.

Build Strong Relationships

Business is all about contacts. But contacts are more than just names in an address book. Contacts are people. You need more than a digital Rolodex* to build relationships with them.

You need a contact manager that lets you get to know people. One that lets you recognize their faces, know where they work and what they do, and remember their birthdays and the names of their children.

Novell GroupWise 8 lets you capture detailed information about your contacts, so you can turn your contact list into a relationship builder. Sure, you can keep track of phone numbers and addresses. But you can also do a lot more:

- Add photos to remind you what your contacts look like.
- Include as many phone numbers and e-mail addresses as you would like for each user.
- Insert personal Web sites (blogs, LinkedIn and FaceBook).
- Remember details such as birthdays and anniversary dates.
- Make notes about each interaction, so you have a complete history of what happened and when.
- Use Google, MapQuest or other sources to find contact locations.

With this detailed contact profile at your fingertips, you know exactly where you left off the last time you sent an e-mail message. As a result, your future interactions are more relevant and productive. And your contacts will appreciate the fact that you’re always on top of things.

“Novell GroupWise WebAccess provides a rich, user-friendly environment that makes it easy for our students to communicate with each other, with staff, and with friends and family beyond the school.”

Rudy Wuthrich
Information Systems Manager
Kodaikanal International School
Reach Out to the World

External calendaring lets you collaborate more effectively with your contacts—wherever they are and whatever system they’re using. You can find out who’s busy and who’s free when you schedule meetings—both inside and outside your organization. You spend less time trying to match up busy schedules and more time taking care of critical tasks.

Simplify life for your contacts by publishing your free/busy information and giving them a link to it. Once they subscribe, they can busy search your calendar.

Coordinate your schedule with colleagues around the world using the dual time-zone display. This convenient tool ensures that you schedule meetings at a reasonable time for all attendees.

Keep Projects on Track

Novell GroupWise 8 is like your own personal project manager. Create a task with a few simple keystrokes. Or, when you receive an e-mail request, turn it into a task by dragging it into a task folder.

Add subtasks to show all the steps required to complete a project. Use the percent complete field to track your progress on every task and subtask.

Keep your tasks organized by prioritizing them and applying categories. Assign colors to categories so that, at a glance, you can find and access items related to specific projects. Sort tasks by due date or filter them to display those that meet certain criteria.

“We discovered that our users spend about 80 percent of their time in GroupWise so it made sense to give them access to applications without having to leave their e-mail...We’ve also never had a virus or worm attack with GroupWise and we get 99.999 percent uptime using Open Enterprise Server and Novell Cluster Services”.

Tom Lockhart
IT Systems Manager
Hastings and Prince Edward Counties Health Unit
Tune into Important Conversations

Following discussions in e-mail is easier than ever with Novell GroupWise 8. You can sort and view messages within a discussion thread. You can also open a message and see the thread history with one click. No more responding to an issue that’s already been solved or searching through your inbox and sent folders to piece together a discussion.

A Personalized tab allows you to type notes about a message, associate it with a category or contact, customize the subject and even add attachments.

The Value of Novell GroupWise 8

Whether economic times are good or bad, organizations always need to increase productivity, preserve organizational knowledge and get the maximum return on every investment. With its innovative tools and Web 2.0 capabilities, Novell GroupWise 8 powers productivity with a visual, interactive dashboard that puts just about everything you need within easy reach. This approach increases the effectiveness of knowledge workers so they get more done in less time.

In addition, Novell GroupWise 8 is built on the solid GroupWise foundation, which is inherently reliable, scalable and secure. You can support thousands of users on a single GroupWise server and add users without increasing IT staff. Moreover, a 2005 survey of GroupWise customers revealed that 52 percent haven’t had to reboot their GroupWise systems for more than six months, and 87 percent experienced fewer than 10 hours of unplanned downtime per year.†

“E-mail continues to serve as the primary communication engine for business, but organizations are recognizing the strategic value that popular tools, like instant messaging, blogs, wikis and social networking, bring to the table. Integrated collaboration environments such as Novell GroupWise 8, which combine e-mail, IM and Web 2.0 touch points, are well positioned to address the demand for these newer forms of communication as well as the increase in mobile workers and telecommuting, to help simplify communication, maintain business relationships and boost workforce productivity.”

Mark Levitt
Program VP, Collaboration and Enterprise 2.0 Strategies
IDC

† Source: Novell 2005 Collaboration Reliability Market Study of 607 collaboration managers
“Novell GroupWise was also the best in terms of functional fit: the initial migration was trouble-free, it works superbly in our multi-platform environment, the performance is excellent, and it offers great synchronisation with mobile devices.”

Tomasz Jakutowicz
Network Engineer
Agora

Customize Your Experience
With Novell GroupWise 8, you don’t have to be a power user to communicate and collaborate effectively. Set up your dashboard with a few simple clicks to create a workspace that reflects your needs and works the way you do.

- Put contacts in one panel, e-mail in another.
- Tailor your task list to help you get your job done.
- See your calendar—and all your meetings—to stay in sync with every changing minute of the day.

- Publish your calendar to schedule meetings with your contacts on the outside just as easily as you do with people inside your organization.
- Create panels for your Web pages, wikis and blogs, and others for your favorite RSS feeds.
- Much more

When your people are productive, your business thrives. Find out how Novell GroupWise 8 can drive personal productivity and business success in your organization to a new level. Visit www.novell.com/groupwise8 today.

Figure 4. Auto-save safely saves your work so you can remain productive.

Figure 5. GroupWise can manage your external E-mail accounts via POP and iMap.
What Makes GroupWise 8 a Must-Have

- Web 2.0 and traditional collaboration tools at your fingertips in a personal productivity dashboard
- Personalized dashboards for every project, team or activity
- Calendaring with all your contacts—inside and outside of your enterprise
- Task management that lets you create, manage and track your day-to-day tasks
- Contact management that tracks not just names and numbers but also histories, agreements, connections and more
- Support for Windows, Linux, Mac and Web

About Novell

Through our infrastructure software and ecosystem of partnerships, Novell harmoniously integrates mixed IT environments, allowing people and technology to work as one. We deliver the best-engineered, most interoperable Linux platform and a portfolio of integrated IT management software that help customers worldwide reduce cost, complexity and risk. Because of our 25 years of experience and our vision of interoperability and flexibility, we deliver powerful, next-generation business infrastructures that enable our customers to stay competitive.

“E-mail has become a mission-critical application for us... If e-mail and calendaring are down, no one is able to get any work done. With Novell GroupWise, we have never had any serious downtime.”

Sam White
Software Systems Engineer
Georgia State University