

**InLoox**



Project Management Software  
Integrated in Microsoft Outlook and the Web



## InLoox PM

State-of-the-art Project Management







Project Management Software  
Integrated in Microsoft Outlook and the Web



Experience the Power of the Market Leader\*

InLoox PM is the reliable and flexible solution for professional project management. Plan, organize, and communicate directly in Microsoft Outlook and on the web. The software facilitates the combined management of projects, documents, resources, Mind Maps and budgets.

Everyday project management is made easy with InLoox PM.

The realization of projects becomes faster, safer and more efficient. Usability and practicality are two of the main focuses of InLoox PM.

It is easy to set things straight with InLoox PM: it can be mastered quickly, it is easy to handle and structured concisely.

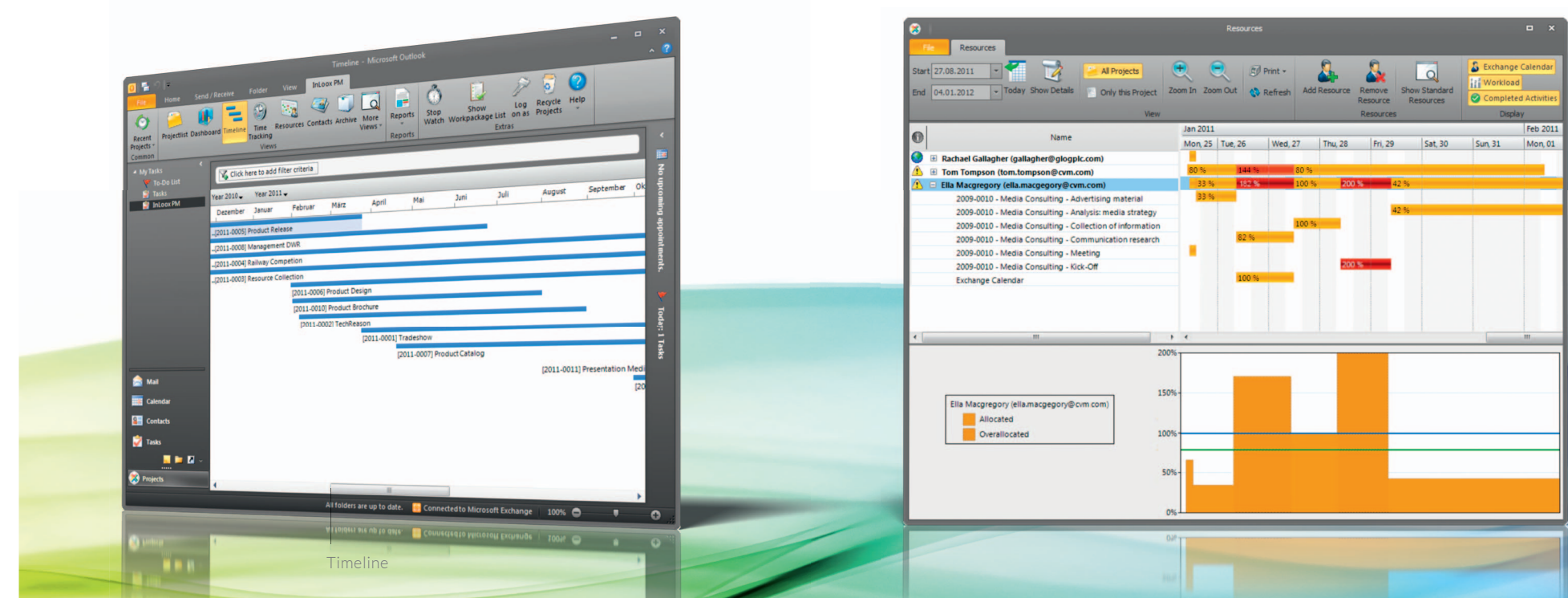
In short, it is the best way to clean up your desk and clear your brain.

*easy-to-use  
+ 30,000 users  
= a solution, that works!*

\* regarding feature set of solutions completely integrated in Microsoft Outlook



## InLoox PM – State-of-the-art Project Management



### ① Dashboard

Supervise expenses, returns and deadlines of your project portfolio effortlessly. The graphically displayed project dashboard in InLoox PM shows you key data and developments at a glance. Budget overruns and missed deadlines can be identified in advance, making it possible to react in time.



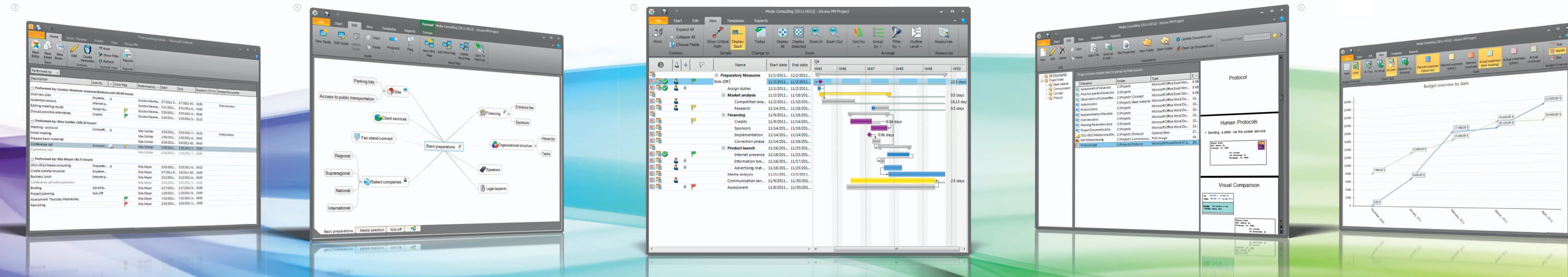
Chief Executive Officer:

*"Expenses and important milestones at a glance - that's what I call business support."*

### ② Work packages

With work packages, you can clarify affiliations and responsibilities. Through the assignment of packages, teams and individuals know exactly what to do, and when to do it. Work packages are linked to the project schedule and can also be tied in with Outlook appointments and tasks. Feedback of progress into the project schedule couldn't be easier!





## Project Manager

*"InLoox PM alleviates my routine project work, making it possible for me to focus on the essentials."*

## ③ Project time tracking

Forget tedious typing when keeping track of individual working times. If desired, InLoox PM can transfer key data from Outlook automatically – for instance from appointments, tasks or e-mails. This facilitates the consistent and complete documentation of activities for purposes such as billing.

## ④ Mind mapping

Collect and organize ideas and information within your project visually – you'll always have all concepts and drafts at a glance. Afterwards, the mind maps can be transferred conveniently to the project time plan. The result is a seamless planning process – from the first brainstorming to implementation.

## ⑤ Time planning

InLoox PM facilitates the planning and coordination of your projects. Get a visual overview of upcoming tasks and the utilization of resources. Planning reliability is increased with InLoox PM, while maintenance is reduced by way of consistent integration into Outlook.

## ⑥ Document management

InLoox PM organizes your file or Sharepoint server. Every project offers access to related documents. E-mails, Microsoft Office documents and other files can be saved in the corresponding project folder directly via Outlook or the web. In addition, files can be marked with tags showing, for example, their status.

## ⑦ Budgeting

InLoox PM continuously compares planned and actual expenses and revenues. The level of detail that your budget is broken down into is completely up to you. Budget overruns are highlighted in color, making it easy to identify unplanned additional expenses. The graphic representation gives you an instant overview of your budget status.





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## New Features – New Possibilities



Team Member:

*"As I have worked with Outlook before, I was comfortable with InLoox PM from the first second."*

### ⑧ Report designer

At the push of a button, the highly flexible report designer issues reports such as project summaries, budget lists, expense reports and plan/actual comparisons in a variety of file formats like Microsoft Excel, Microsoft Word, HTML, PDF and many more.

### ⑨ E-mail templates and predefined text modules

InLoox PM improves the flow of information between project participants and decision makers with professional e-mail templates and boilerplates. During the composition of a new e-mail, InLoox PM automatically provides all available templates and boilerplates, saving a lot of time in the process.

### ⑩ Permissions

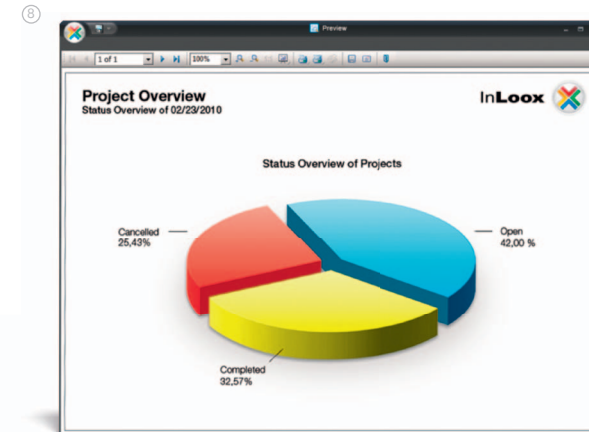
The well-proven role and account-based security architecture allows you to assign permissions without much administrative effort. Responsibilities are thus clearly defined, at the same time making sure that only authorized users gain access to sensitive data.

### ⑪ Quick access panels

Thanks to Quick Access Panels, Outlook tasks, appointments, e-mails and contacts are directly linked to work packages, milestones, projects and contact persons. Important information is reconciled automatically.

### ⑫ Customizability

InLoox PM adapts to your company – not the other way around. The professional Report Designer is part of the standard package. In addition, there are numerous configuration options, none of which require programming experience. For example, you can create custom fields (numbers, currencies, open and closed lists etc.) to customize the software according to your internal needs.



Dear Project team,  
I would like to inform you about our project being officially approved from today.  
Here the basic data of the project:  
Project name: Media Consulting  
Project number: 2009-0010  
Project manager: [Name] (julia.margarety@inloox.com)  
Employee: 0009 (jmg pl)  
Project period: 1/11/2009 - 3/28/2012  
Priority: High  
Project partner: [Name]  
To all of us only the best regarding the course of the project!



Joshua Treatman Sr.  
Consulting USA  
One Embarcadero Center, San Francisco, CA 94111 USA  
Projects assigned with this contact:  
Product Catalog 2011, Team members, Team members, Partners

Report structure:  
Table: Projects (Number ASC)  
Table: Projects/Planning/ProjectID  
Table: Projects/Planning/Report

ProjectID	Project Name	Manager	Status
2011-0010	Consulting-Report	Rita Meuth	Open
2011-0011	Product Brochure	Rita Meuth	Open
2011-0012	Presentation Media	Sven Loh	Open
2011-0013	Media Consulting	Rita Meuth	Open

## Reliable, Practical, Instantly Ready for Operation

InLoox PM was developed in the work environment and for the work environment. It continues to get customized to match the needs of modern project management. Benefit from the advantages of InLoox PM directly in Outlook or on the web. At this time, InLoox PM for Outlook is available in English, German, Italian, Spanish, French and Russian.

Due to its user friendly and self-explanatory structure, InLoox PM requires very little training and support.

InLoox PM uses SQL as a robust, secure and scalable infrastructure. Data management is non-proprietary. Currently Microsoft SQL Server, Oracle and MySQL are supported. The software is compatible with Microsoft Exchange Server, Sharepoint Portal Server, Sharepoint Portal Services and Microsoft Windows Server. InLoox PM supports Active Directory user accounts, Exchange mailboxes, Outlook data files and SQL-replication as well as offline availability.



See for yourself and test InLoox PM without obligation and free of charge:  
[www.inloox.com/download](http://www.inloox.com/download)



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## InLoox PM – State-of-the-art Project Management

More than 2,000 clients and 30,000 users in over 40 countries on five continents rely on InLoox PM. Corporate customers ranging from small and mid-sized companies to large enterprises use it as their standard software. More and more companies of all sizes and market sectors are finding InLoox PM to be their efficient solution for project management.

Some companies, that use InLoox PM:

**SIEMENS**



**AVIS**

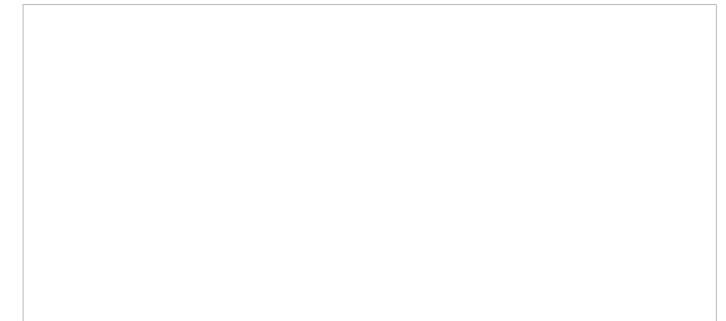
**PENTAX**

 **U.S AIRWAYS**

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