

# Partner

## Partner XE™ Calendar

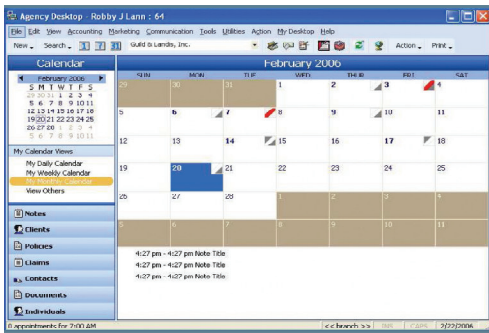
Add and track daily appointments, meetings and vacations right from your desktop. Integrate with Microsoft Outlook® and take your calendar with you on your PDA.

*Easy Navigation, Quick Carrier Connections & Best in the Business Outlook Integration*

## Time Management Made Simple

With Partner XE's Calendar Feature

The calendar feature allows you to add and track daily appointments, meetings and vacations right from your desktop. You can check the schedule of your team to coordinate meeting times and easily notify and invite others to appointments and meetings. You can also set up reminders and recurring appointments in the Calendar.



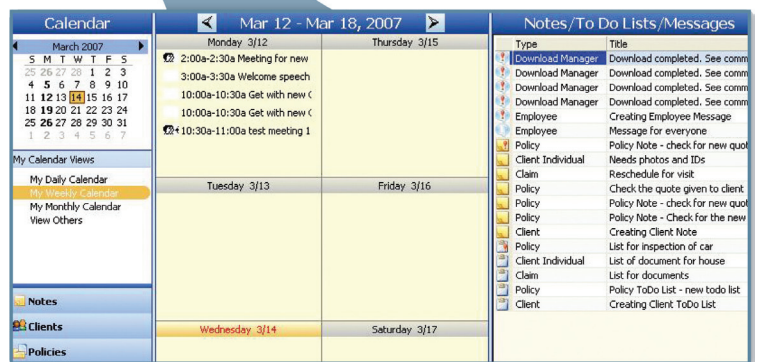
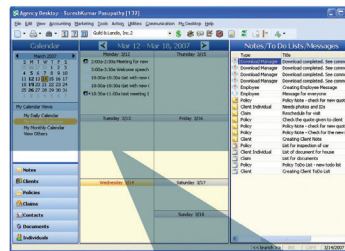
## Coordinate Your Calendars & Track Conversations

With Partner XE Outlook Integration

Partner XE's Outlook Add-In facilitates integration between Partner XE and Microsoft Outlook 2007 or higher.

Once the Outlook Add-In is installed, the Outlook tool will check your calendar every five minutes for new appointments, synchronizing appointments up to seven days out.

Emails, from individuals with a client profile set up in Partner XE, will automatically be stored in that profile's document section. Emails from outside parties can also be manually attached to specific profiles for a complete, reliable record of communications. Outgoing emails may be tracked as well. When composing a new email in Outlook, simply select, "add recipient from XE," or "attach document from XE."



## Coordinate Your Team

Contact SIS Today!

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