

# Mail Manager



## Email overload? File, find and share emails quickly & easily with this popular Outlook plug-in

Email overload is so common that it is almost considered inevitable, but we can help. Mail Manager organises and streamlines email workflow with two simple but powerful features: an efficient filing tool and a fast, flexible search.

### Keep it together with Mail Manager

Mail Manager takes the simple approach of filing emails alongside other documents in standard system folders, either on a local PC or over the network. Keeping related documents together makes them easier to find, and the software learns filing behaviours, which guides users to file messages in the correct place. Mail Manager's fast and powerful search saves time and makes it easy to view emails in system folders just as you would through Outlook's preview.

Mail Manager uses the standard Microsoft dot-MSG message format, to keep your archived messages accessible. Our search provides a viewer to preview your search result or you can open them in almost any mail client. SharePoint, LiveLink, Documentum and other programs are all supported.

Mail Manager needs no server, and no complex installation or integration. Mail Manager is a straight forward local client application, which installs as a plug-in to Microsoft Outlook. This makes Mail Manager just as useful for a single-user installation as it is to enterprise-level user bases of hundreds or thousands. IT decision makers can have confidence Mail Manager is simple to deploy, maintain and provide appreciable return on investment.

### Benefits:

- Save staff time and effort - make filing and finding emails quick and easy even when offline or on a mobile / tablet device (iPhone, iPad, BlackBerry, Android Smartphone & tablet and Windows Mobile 7 compatibility)
- Improve project management and QA compliance - file emails into one standard location where everyone can find them
- Save money by reducing storage

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The software house of Arup

## WHO ARE WE

Oasys Limited, established in 1976, is the software house of Arup.  
We offer high quality solutions for:

- Building Design
- Bridge Design
- Piling & Foundations
- Retaining Walls
- Soil Movement & Stability
- Specialist Engineering Analysis
- Vibration & Seismic Analysis
- Email & Document Management
- Environmental

Oasys software is used by the top 25 building design consultants in the UK. It is used world-wide on a variety of innovative and iconic projects. This includes the Swiss Re building (The Gherkin) in London, the Beijing Aquatics Centre, Infinity Bridge in Stockton-on-Tees and the Air Force Memorial, Washington DC.

## CONTACT

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