



iQ.Suite Clerk

Professional Absence Management for Microsoft Exchange and Office 365

The standard Microsoft tools are not sufficient

Professional absence management is an integral part of a well-thought-out email security strategy. It ensures that important emails are processed timely and that the sender is informed about the recipient's absence by a tailor-made notification. However, in an enterprise environment there are a number of specific requirements, which cannot be fully met by the standard Microsoft tools.

The question then arises, how to:

- » ensure that time-sensitive emails are processed even during absences
- » realize a uniform appearance of absence notifications
- » manage out-of-office notifications during unplanned absences
- » manage out-of-office notifications remotely outside the office
- » increase the flexibility when handling out-of-office notifications
- » organize absence management centrally and tailor it to your own company.

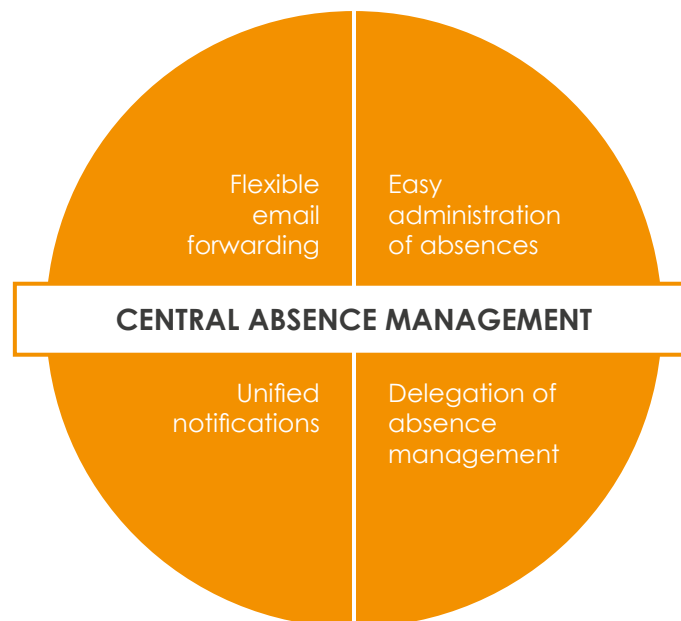
There is one answer to all these questions: iQ.Suite Clerk - the professional absence management solution in the Microsoft world. Thanks to central management, you can now determine the components and the complete layout of the out-of-office notifications and thus have a consistent appearance delivered to your customers. iQ.Suite Clerk impresses with a multitude of functions and features leaving no wishes unfulfilled in terms of absence management and adding significant value to your business.

iQ.Suite Clerk

Central and enterprise-ready absence management

Features

- » Delegation of absence management for certain groups of people made easy, e.g. in cases of unplanned absence such as sickness or termination of employment
- » Simple planning of recurring absences, e.g. for part-time employees
- » Several out-of-office notifications per user allow planning for the future
- » Repetitious notifications can be set up so that the sender receives an out-of-office message not only the first time, but every time he sends an email to the recipient
- » Retroactive forwarding of older messages to the inbox of the authorized person
- » Flexible set of rules with options for content-based forwarding or exception rules for certain sender-receiver constellations
- » Mobile management of out-of-office notifications from any device, e.g. via Outlook Client, Outlook Web Access, Powershell or Apps for Android and iOS
- » Available on premise or in the cloud for Microsoft Exchange or Office 365



Your Benefits

- » Time-sensitive emails do not remain unprocessed
- » Improved absence planning
- » Unified out-of-office notifications in line with the corporate design
- » Managing unplanned absences
- » High flexibility
- » Central management
- » Process reliability