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iNtranet

Internal Website Management

Can I...

Share files with my clients and co-workers?

Have my calendar online?

Manage my own website?

Distribute corporate policies online?

Have a searchable phone directory?

Have it secure?

Do it myself?



Yes.

iProducts:

iClose

iSecurity

iHelp

iNtranet

instantERM

iWatch

iTrain

iShare

iCMS

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Call Digicomm Systems Today and ask about
the iNtranet Secure Package.

504.304.2440

Company Organizer

Digicomm Systems Inc.

Tired of hearing excuses for missed appointments and deadlines?

Okay, you know the drill—I have 75 employees in three offices in two different states. I needed a way to keep everyone informed about company information, meetings, and make sure that everyone was actually reading the memos I was sending out. I priced one of those email/collaboration packages, but the price was outrageous and I would need to hire a full time tech just to administer the thing. Not quite what I had in mind.

I was getting tired of updating my personal calendar with important dates, sending the information out to everyone and having Jim miss a deadline because he forgot to add it to

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his personal calendar. Can't we all just use the same calendar so everyone sees the same information?

I'm sure you have probably run into this one before. I was on a three hour flight to LA and was using my Palm Pilot to catch up on some work (no kidding, they're not just for playing games). After I arrived, I pulled out my Palm to lookup the address for the client I was visiting. No luck, the battery was dead from all the "work" I was doing. No problem I thought, I will just call my sec-



retary and have her look it up for me. I got her voicemail stating she was out sick today. Plan B, I call Susan in HR, she would have the information. Sure enough, she looked at her spreadsheet and gave me the address. I hopped in a cab, told him the address and we were off.

Once I get there, the office is vacant. I learn from the office next door that my client moved 6 weeks ago. I call Susan and she tells me that

she never got the updated client spreadsheet from Accounting so she gave me what she had. One hour and \$20 bucks on a cab wasted.

Here's the final straw—At our last Board Meeting, everyone from the Detroit office ended

up in New Orleans instead of Denver because Stan claims he did not get my memo moving the meeting to Denver two months ago!

What I needed was a single program that I could access from anywhere, add events to a calendar that all my employees could access, keep employee and client addresses and phone numbers in a central location. And most importantly, keep track of who actually read and more who didn't read the memos I was sending out. It would also be nice to post company announcements so that everyone in the company was kept up to date with what was going on.

After searching high and low, and wasting countless hours searching the Internet for a solution, I found the perfect answer to all of the problems that had been plaguing me in a package called iNtranet.

After using this product, it feels like they made it just for me. Best of all, it didn't cost me a fortune and I can manage it myself.

Special points of interest:

Share files with clients and co-workers

With the iNtranet package, you have the ability to upload documents, spreadsheets, pictures, or any type of file you want and have the ability to share them with anyone you give access to.

Online calendars

Post a deadline or meeting on the shared calendar and no one can use the excuse that they didn't know about it.

Self-managed website

You have the ability to alter not only the content of the site, but also the look and feel of it.

Distribute corporate policies

Keep your employee handbooks and other pertinent information instantly available to all employees.

Searchable phone directory

Keep employees or clients names, address, phone numbers, and other information updated in a central location.

Secure access

Your site can be encrypted with 128 bit SSL encryption to keep your information private.

