

# Centralised Exchange Server

As you are aware Email and Calendaring facilities are now a critical part of a Barrister's practise. More conveniently, we are required to receive & refer to emails & view calendar availability in and out of chambers.

Ten years ago very little was sent by email, now correspondence, letters, faxes & briefs are all sent electronically and it is not uncommon for an email to be over 5Mb in size.

Quatrotech Computing Services (QCS) would like to propose the services of a Centralised Microsoft Exchange 2007 Server(s) to floors and individual users to facilitate a wide range of features (listed below) that will assist in the running of a Barrister's business. QCS would supply, implement, administer & support the Centralised Exchange Server.

## Benefits of the Centralised Exchange Server

- Access to Calendar, Contacts, Inbox, Sent Items & other mail folders when external to chambers. (not available with existing services)
- Webmail interface mimics Microsoft Outlook (**Outlook Web Access**) for ease of use to deliver a fast, seamless, and familiar Microsoft Office Outlook experience.
- Ability to share you Calendar to Clerk & Secretary, ability to share other content (such as Inbox, Contacts, Tasks etc) to desired users.
- Easier for your Clerk to manage the Calendars of floor members.
- Existing Mobile Phones will continue to have access to email whilst out of Chambers
- Compatible Mobile Phones (iPhones, Windows Based Phones) will have wireless synchronisation capabilities to Send/Receive email, update Calendar & Contacts when out of Chambers. BlackBerry wireless synchronisation is available, requires additional software.
- No need to host a server on the floor and maintain it's upkeep etc
- Compatible with MacOSX with Entourage (Outlook equivalent software)

If you would like to receive further information on this proposal as well and pricing information please email [gbacon@quatrotech.com.au](mailto:gbacon@quatrotech.com.au)

