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3.04.1 Mailsystem "Mailer" (Continued)

Integration of the Mail System

In the contact system, you can use for each contact or contact person either the email link or the mail functionality. The link to the email address ...

Contact Green John

Document Edit View Back references Actions

Master data History Office Details Privat Misc

Number 5.2

Customer Customer John Green Ltd. Type

Salutation Salutation Mister Titel Dr.

Contact name Green Contact first name John

Department Function

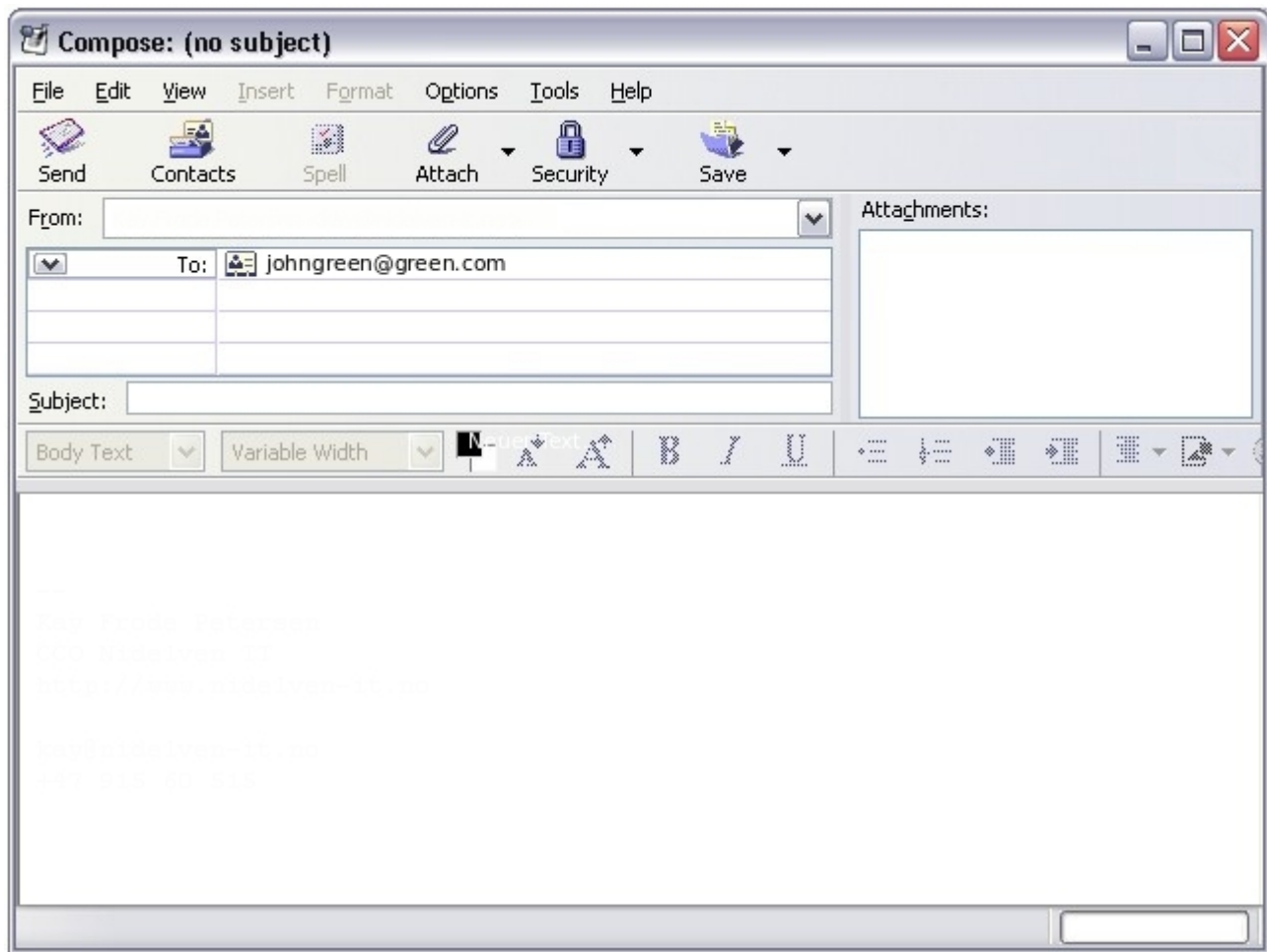
Phone number 020-74008080 Fax number 020-74008080

Cell phone number

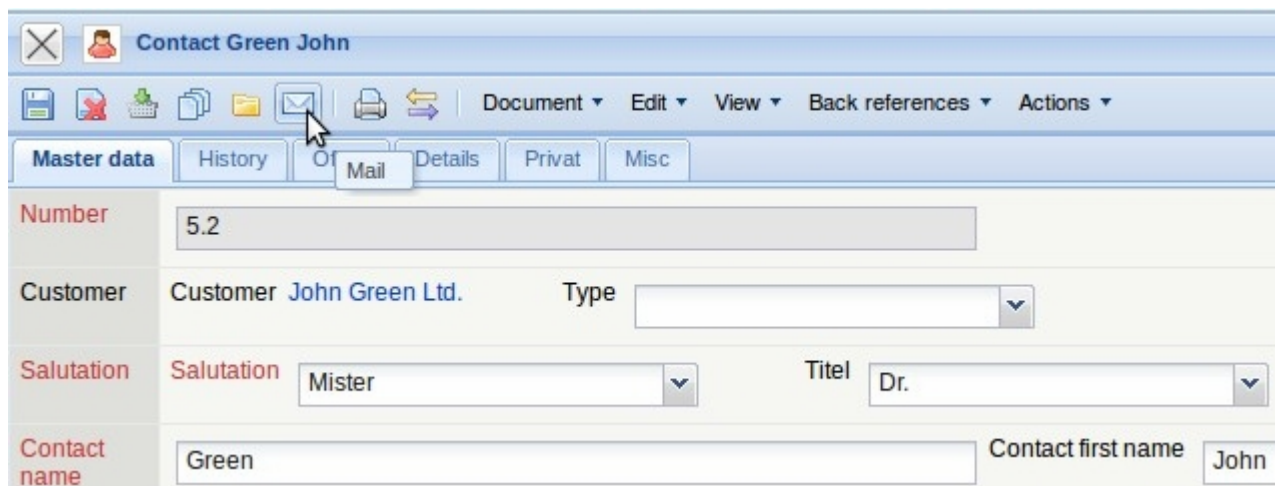
Email johngreen@green.com
mailto:johngreen@green.com

Note

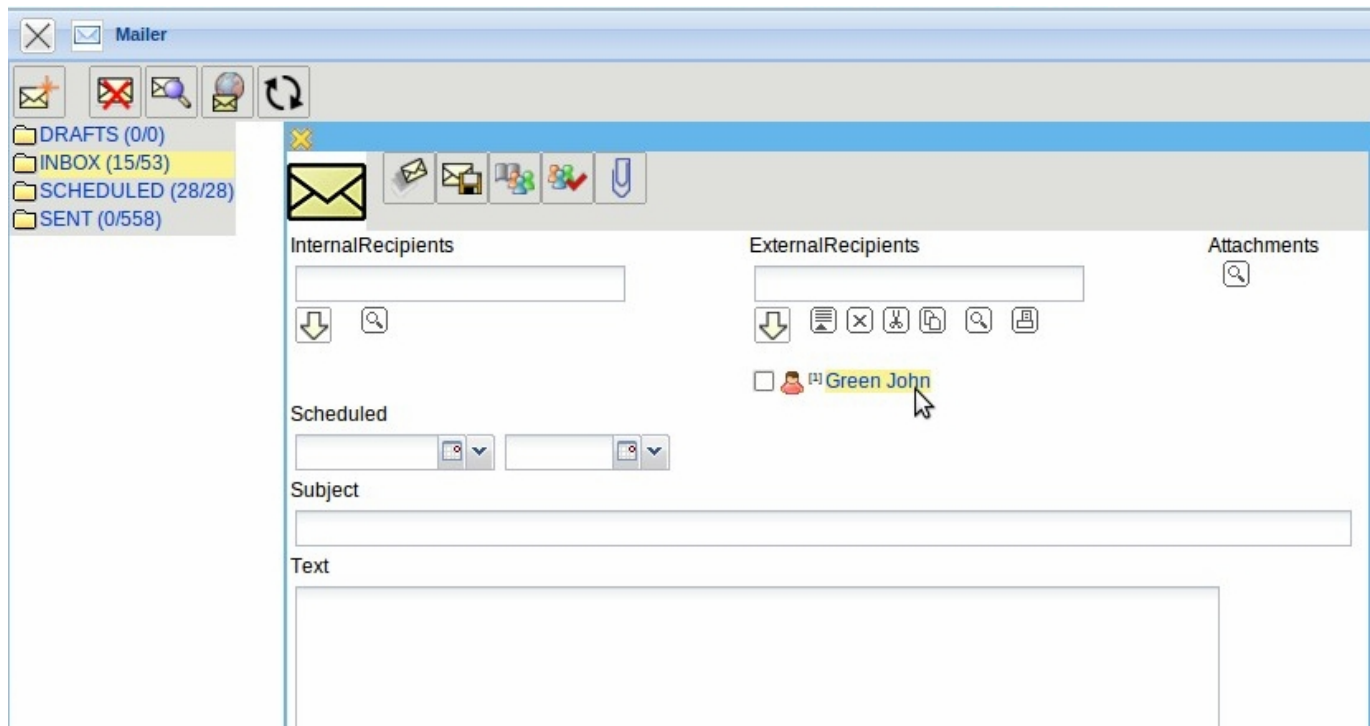
... will open the standard-email-client of the user.



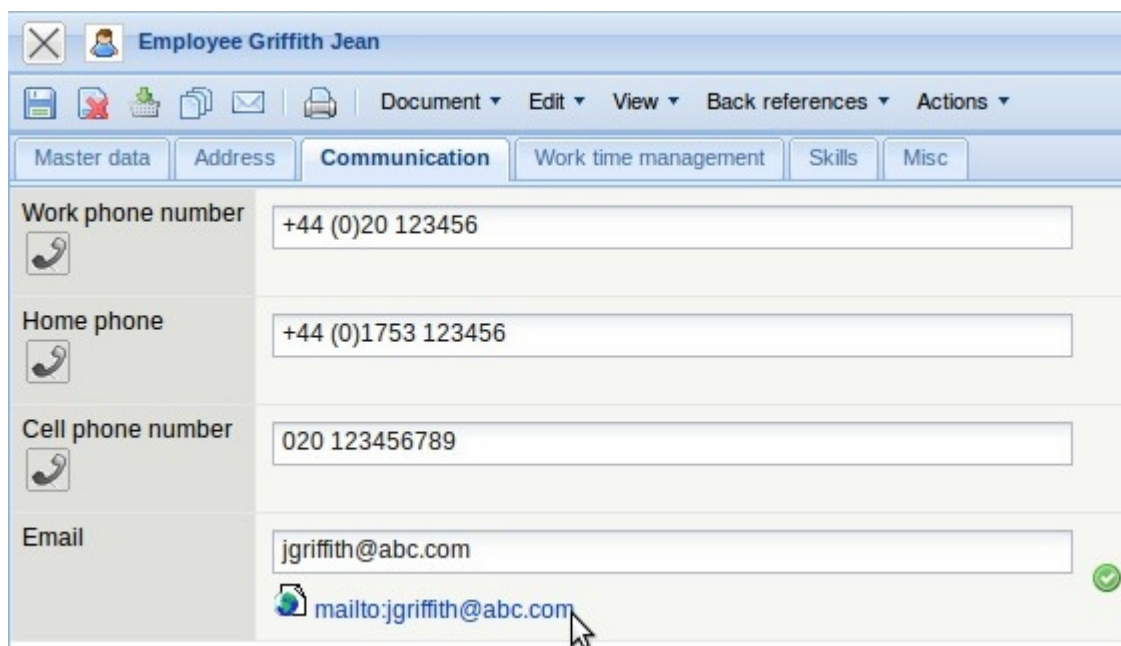
If the optional mail system 'Mailer' is used, it can also be opened from the toolbar of the Mailer ...



... with the appropriate e-mail address.



In the employee administration, either the e-mail link or the mail functionality can be selected. The link to the e-mail address ...



... opens the standard-email-client of the user...

Employee Griffith Jean

Document Edit View Back references Actions

Master data Address **Mail** Communication Work time management Skills Misc

Work phone number +44 (0)20 123456

Home phone +44 (0)1753 123456

Cell phone number 020 123456789

Email jgriffith@abc.com
mailto:jgriffith@abc.com

... with the appropriate internal e-mail address.

In the contact system actions for each contact person can be defined. Not completed actions (for example reminders) can be displayed in the system by using mail system at a defined time.

In the example a reminder for the project manager of the customer to 02.12.2009 is defined.

Action 1 Presentation

Document Edit View

Master data Misc

Action 1

Customer John Green Ltd. Contact Green John

Projectdescription 5 QM-Module

DueOn 02.12.2009 11:10:00

Actiontype Presentation

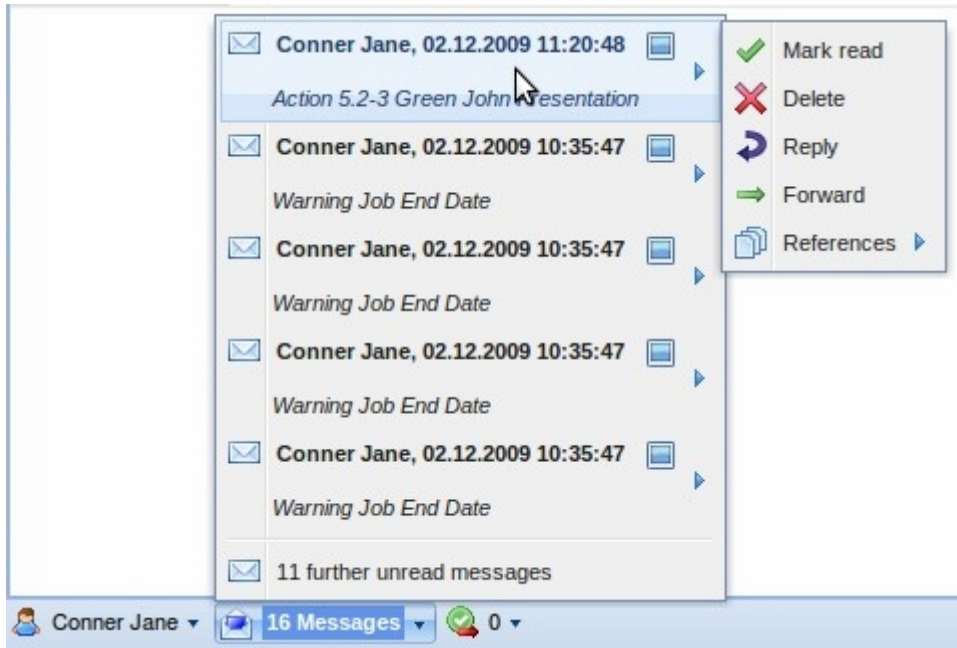
Priority 3 - normal priority

Arranger Conner Jane

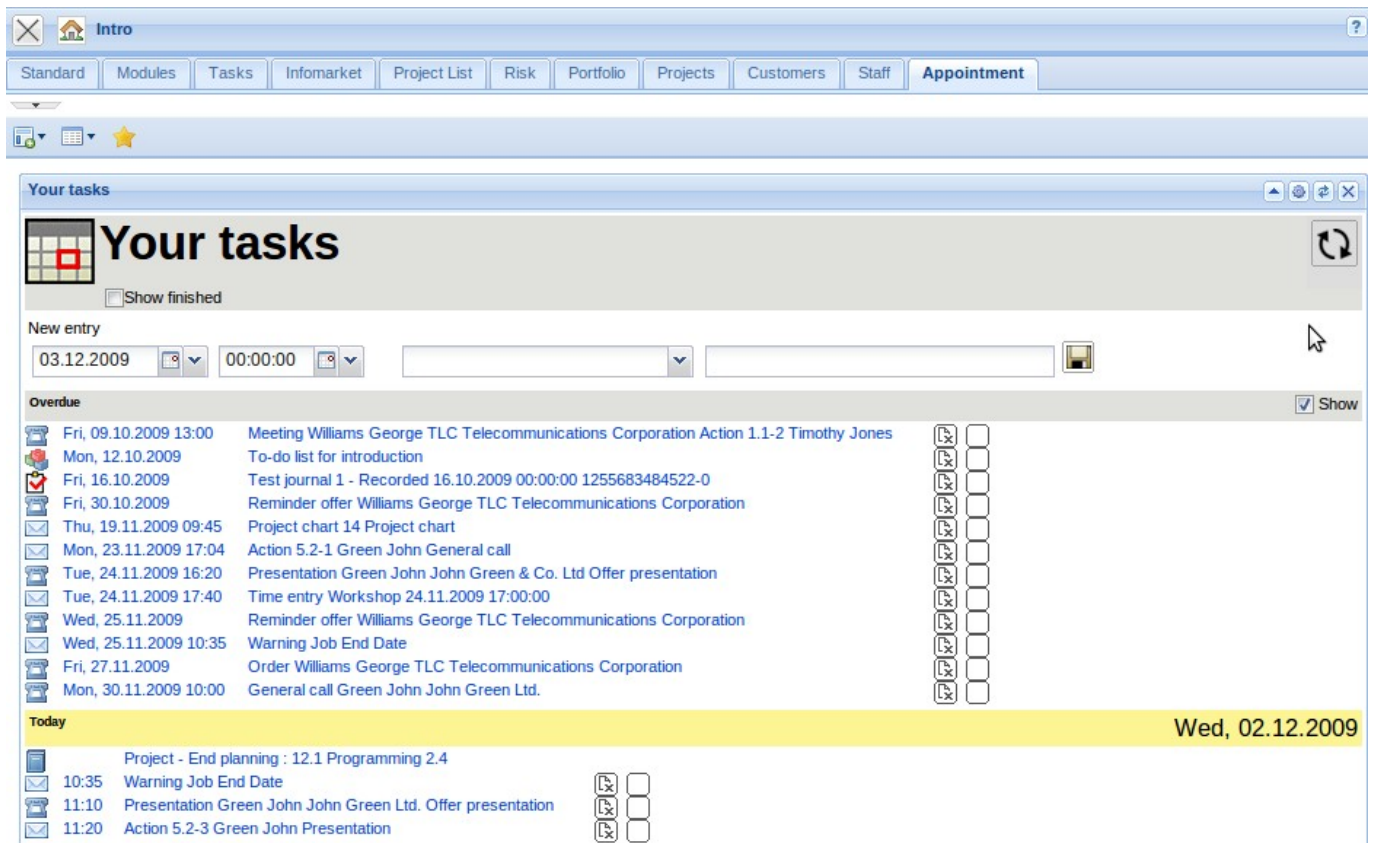
Note Offer presentation

Checked ☐

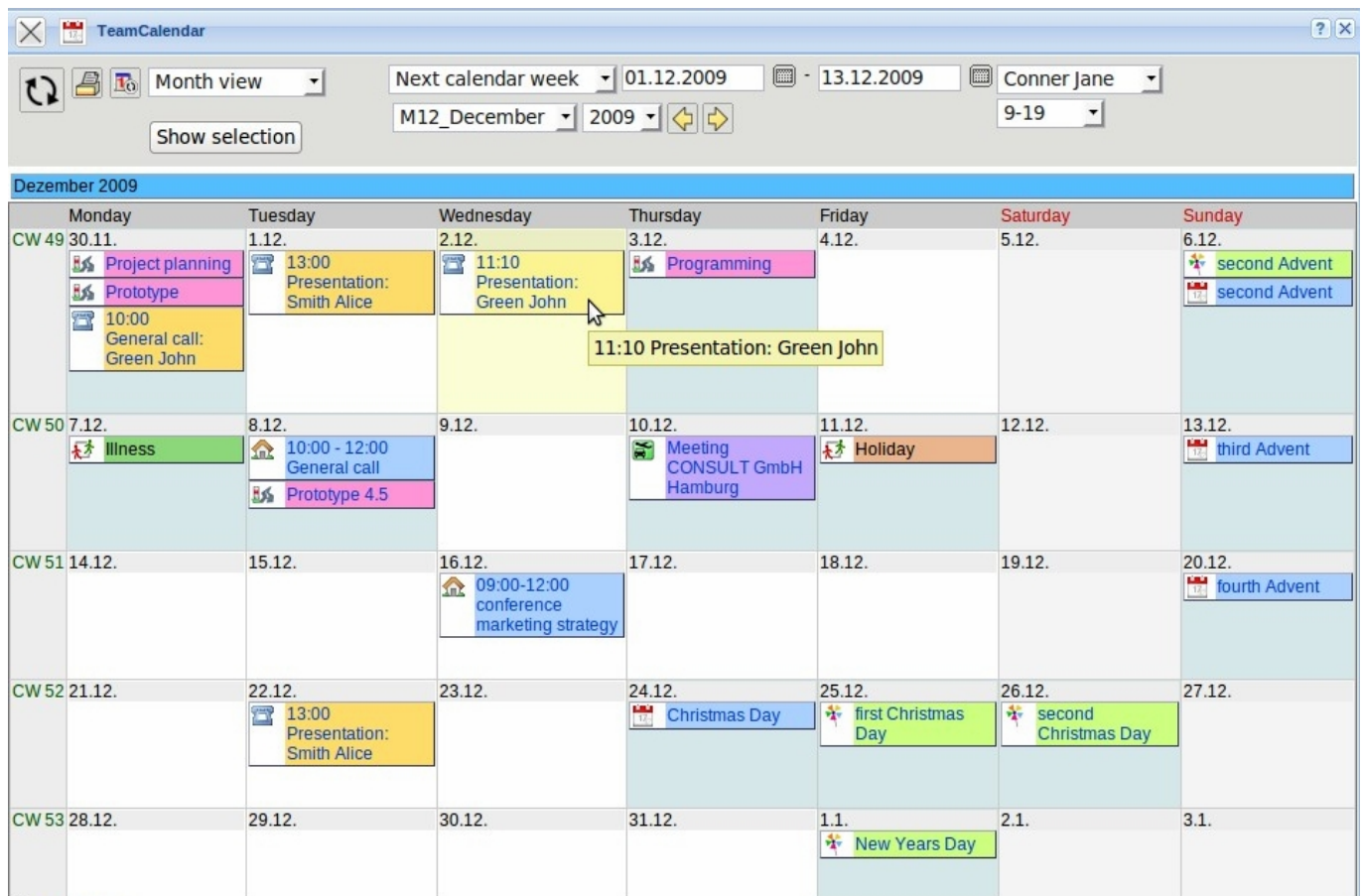
If the optional component Mailer is used, the system generates a reminder notification on the day and of the time for this action automatically ...



... with the appropriate link. The system also creates an entry in the personal calendar (Your tasks).



If the optional component group-calendar is used, this action appears in the group-organizer (here, as an appointment for Peter Schaub on 02.01.2007) and can be opened from here.



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