Records Management is Easy with Sharepoint Ipad Software by DJ Willis

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Effectively managing email is an essential element of enterprise content management, and organizations that use SharePoint are fortunate to benefit from third-party solutions that significantly extend SharePointâ€™s email management capabilities. Selecting the best SharePoint email and records management solution can significantly boost the quantity of content stored in SharePoint, and minimize the impact on users. Organizations need to look for SharePoint email solutions that provide SharePoint Outlook integration, so users do not have to alter the way they work, while the company receives the many benefits of managing email in SharePoint.

SharePoint Email Management

SharePoint provides a number of benefits with regard to email management, including lower administrative overhead, a chance to set global retention policies, and strong search capabilities. SharePoint allows users to simply create, delete, as well as set authorizations on shared folders, while automatically removing or routing specific emails to the archives. A lot of the automation is dependent on the information within the metadata, that may also be used to manage or locate various emails and attachments.

Outlook SharePoint Integration

There are a lot of options that will increase SharePoint adoption throughout the company, but the most important factor would be the perceived ease-of-use. Email management solutions that integrate SharePoint with Outlook eliminate context shifting for users, and encourage adoption of SharePoint as enterprise email repository.

Choosing a Solution

As companies choose a means to fix facilitate SharePoint email management, there are a variety of features that should be considered:

â€¢ Simple user interface - Possibly the most essential aspect in immediate adoption. It should be easy and to maneuver emails to SharePoint, using familiar drag-and-drop functionality. Solutions that permit the user to move mail to SharePoint from inside Outlook significantly lessens the learning curve and speed SharePoint user adoption.

â€¢ Email attachment management - Look for SharePoint email management solutions which provide strong attachment handling capabilities. Replacing attachments with links can further encourage use of SharePoint and eliminate content duplication.

â€¢ Offline SharePoint access - For organizations with remote or mobile workers, offline SharePoint ipad access is important to push collaboration and ensure there is the means to access relevant information while out of the office.

Choosing the right SharePoint email management solution and encouraging immediate adoption will require some effort, but if the users can continue to use familiar tools like Outlook, SharePoint adoption is going to be considerably faster and drive a successful SharePoint deployment.

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Colligo Networks offers email and a records management solutions for Microsoft a Sharepoint ipad and PC.

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