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teamspace



teamspace
let's work together

Groupware and Collaboration System

Your collaboration system for virtual teamwork on the internet

teamspace is a leading groupware system for international web-based collaboration and virtual teamwork. Let's work together – worldwide and at any time!

Your calendar, projects, files and contacts perfectly organized!

- Worldwide access to all relevant facts and data
- High performance project management
- Calendar and time scheduling online
- Outlook synchronization with your office and home office
- Files and document management
- Contacts and address administration
- E-mail, text messages, connection to your mobile phone and more.
- All you need in one system!



The teamspace - concept



LET'S WORK
TOGETHER

teamspace is your virtual office on the internet

teamspace opens up the possibility for teams to work together professionally and efficiently, independent of time and place.

Providing a trusted and user-friendly solution, we are able to develop a virtual office encapsulating creative and simplified teamwork over the internet.

teamspace has carefully designed solutions to link together professionals within teams, who are separated either by organization structures or geography. We are able to help our client teams operate in an efficient and effective manner. We do this by providing an advanced infrastructure that will deliver extensive communication, coordination and cooperation possibilities.

Let's work together!

Your teamspace team



About teamspace

Benefits

To work together efficiently, international teams have to overcome barriers like different languages, functions and cultures, but also technical problems like time zones or various fonts.

teamspace is the perfect tool to carry out international projects. The support of Unicode signs (UTF-8) entries in all international characters like Arabic, Cyrillic, Japanese or Chinese are possible. They are displayed correctly and can be synchronized with MS Outlook.

The solution is available in English, German, French, Spanish, Portuguese, Italian, Russian, Arabic and Chinese.

Together with individual time zones, different time and date formats and worldwide availability through the Internet, it makes teamspace the ideal system for international teams. Functional and organizational barriers can be overcome easily and information can be distributed quickly.

teamspace is very user-friendly and can be applied intuitively. Therefore each employee can work immediately and without any problems with teamspace and will get a direct feeling of success. teamspace can be integrated smoothly in each EDP environment without any need for specific hard- or software requirements.

"Let's work together" thus is not merely a motto, but is actually implemented into all works with teamspace.

Your individual solution

teamspace is not only an out-of-the-box product, but also freely adaptable to any client's needs. We can customize design, installation, functionality and interfaces, so that your teamspace is an individual solution that fits your needs best. You can use teamspace on a server of yours in your IT infrastructure or let us host the application for you.

VIRTUAL COLLABORATION – PERFECTLY ORGANIZED AT ANY TIME

Calendar

The calendar clearly displays all dates, tasks and issues relating to a specific team. It provides automatic reminders about important dates and in line with the address management tool, the calendar data can be exported into common software including Microsoft Outlook® or Lotus Notes®.



Address Administration

All team-relevant data is stored within the Contacts, which can hold company and team addresses, as well as websites. Data can be easily exported into common software such as Microsoft Outlook® or Lotus Notes®.



Outlook® synchronization for Calendar and Contacts

Synchronize outlook with different computers. teamspace makes it easy to synchronize your office with your home office. teamspace and Outlook can be automatically synchronized. Which means regardless of whether you insert an appointment in teamspace or in Outlook, all connected systems will always contain the same data and are constantly updated.



Task and Project Management

Worldwide access to all projects at all times. Assignment of "To Do's", priorities, expenditures, planned budgets, assigned workers and start and finish dates for each item. The current progress of the task is registered directly by the assigned worker. Clear diagrams provide an overview of the current state of affairs. Whole projects can be separated into work packages, milestones and sub-tasks. Project structure with arbitrary arrangement depth.



Online File Storage and File Sharing

You can make use of unlimited files and folders and share them with your co-workers. Full text search and a variety of view options make it easy to find a document. Files and folders can be created, uploaded, altered and moved, with very little effort. An access control system securely administers the rights for reading and changing files. An automatic release control will prevent the possibility of any version errors.



Time sheets and Activities

Time sheets ensure that you keep track of your working hours. Through this Time sheet function, all members are able to 'clock in' and specify their work hours. In addition, entries can be assigned to a specific task of the teamspace project management system. Time sheets are a powerful control tool and comprehensive and clear reports and overviews will fully inform you about your project.



teamspace modules
for coordination



PERFECT EXCHANGE OF IDEAS AND INFORMATION



teamspace modules for communication



Messages and Notifications

With the teamspace e-mail client you can send e-mails and e-telegrams to your colleagues within your team. You will have access to clients from all over the world at any time. E-mails are sent to the member's mail account. E-telegrams are short messages displayed online to the recipient within the team.



Notice board

The notice board works just like a conventional physical notice board in an office. You can attach, sort and delete notes. An access control system administers the rights to read and/or change each note. Reports regarding any changes can be sent by e-mail to inform others about changes or new notes. Further features: Motion icons, view restrictions for notes, fast and worldwide access at any time.



Discussion forum

The teamspace discussion forum gives you unlimited discussions within your group. Each discussion has its own „tree“ and offers members the opportunity to respond in turn to each contribution. Further features: Individual notification by e-mail about new contributions and discussions, archiving of discussions, preview functionality and much more.



Chat

The efficient chat function enables user friendly online communication with your colleagues in your team. Only team members can enter the chat room and the chat can then be automatically documented in the form of a protocol. The system will also automatically advise you if there are other members in teamspace available to join the chat.



SMS

The SMS module of teamspace offers an easy way to send short text messages to your team member all over the world and to keep them up-to-date. Writing a text message is now as simple and fast as writing an e-mail.

teamspace modules for cooperation



Idea and Innovation Management

This feature gives you an excellent tool to facilitate a delayed brainstorming. Once the ideas are in, these can then be rated accordingly, based on significance. Evaluation work is performed automatically thanks to teamspace and the ideas you choose to go with can then be adopted by the task management function. The innovation forum especially supports the evaluation of innovations within your virtual team. Real innovations will be identified immediately.



Administration

Each team member can adjust his own settings; for example language, reports, pictures. The administrator of the team is able to control the overall settings, admit new members and integrate new modules.



PERFECTLY FITTED
TO YOUR
INDIVIDUAL NEEDS



Products

teamspace Online Service

The teamspace Online Service is the easiest and fastest start into virtual collaboration. You can rent single spaces on our Internet servers for individual projects and work groups directly and in appropriate length and size. The Online Service is ideally suited for beginners and small teams and companies and is ready for use at once.

teamspace Enterprise Server

In addition to using the Online Service by licensing single teams, we can also offer you the use of teamspace as an in-house installation in the form of an Enterprise Server license. In this case, you will get unlimited teams and you only have to pay for the number of users. Besides the financial advantages, you can also adapt teamspace to meet your specific needs perfectly and integrate the system into your EDP environment and your workflows on a customized basis.

Enterprise Server licenses can be installed on a teamspace server or on a separate server on the internet or your intranet.

teamspace Enterprise Portal

The teamspace Enterprise Portal is the consistent affiliation of an internet portal, a content management system and a complete enterprise server. In this case, the teamspace Enterprise Portal is a platform for virtual co-operation and also a central and independent place for the exchange of information and communication for all your employees, customers and partners. With this solution you will get your own intranet on the internet, accessible for internal and external users.

Features	Online Service	Enterprise Server	Enterprise Portal
Calendar	●	●	●
Address Administration	●	●	●
Online File Storage and File Sharing	●	●	●
Task and Project Management	●	●	●
Time sheets and Activities	●	●	●
Messages and Notifications	●	●	●
Notice board	●	●	●
Discussion forum	●	●	●
Chat	●	●	●
SMS	●	●	●
Creativity	●	●	●
Idea and Innovation Management	●	●	●
Outlook® Synchronization	●	●	●
Access rights	●	●	●
Multiple languages	●	●	●
Multiple teams included		●	●
Multiple memberships included		●	●
Graphical adjustments		●	●
Installation on own server		●	●
Integration in own homepage		●	●
Distribution on Newsletters		●	●
Content Management System			●
Single-Sign-On			●
Administration			●



Success story: teamspace at BMW

The BMW Group in Munich has used the teamspace Enterprise Server license since 2001. The server is installed at the data processing center of 5 POINT AG in Germany. BMW and their partners access their teamspace via Internet. Support and maintenance is provided by 5 POINT AG. Regular updates ensure BMW are fully updated regarding any changes to the teamspace product.



The main way teamspace is used at BMW is in advanced training within the human resources division. In the context of Blended Learning, teamspace is used in a range of seminars and workshops to enable a close tutoring of each trainee by the facilitators after the initial training is completed. Furthermore, teamspace provides trainees with easy access to all relevant information relating to the training. Apart from advanced training, our product is used in every part of the company where internal projects with one or more external partners have to be coordinated. One example is the R&D division, where BMW employees use teamspace to collaborate effectively with partners from different suppliers.

Currently, circa 100 working groups are using teamspace at BMW. This was achieved without actively promoting the new tool. Word about the product simply spread via referral. Employees who previously used teamspace for a project or training program continue to use it themselves and recommend it to others. In spite of the abundance of users at BMW, an average of just 4 to 5 support requests are generated each week regarding the teamspace application, further evidencing the user friendliness and reliability of our unique solution.

About us

5 POINT AG is a highly experienced partner delivering a range of solutions across the IT sector. We specialize in connecting partners, customers and suppliers, automating internal processes and proceedings and efficiently administering IT systems.

Our solutions will undoubtedly accelerate your workflows and enhance the concept of cooperation within your company. From simple data transfer to individual interfaces to complex web-based systems, we are able to provide a customized solution to meet your individual needs.

Companies like Daimler AG, ABN AMRO, EADS Germany or BMW are satisfied customers that went for our solutions based on teamspace and use them very successfully.

Learn more about teamspace, the 5 POINT AG and our referential projects under www.5point.de or www.teamspace.com, or contact us directly.

References teamspace Online Service

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