

inMailX[®] for NetDocuments

Enterprise Email Management for NetDocuments



Enhance Email Management and Compliance

As organisations are required to capture and manage emails and documents to meet their corporate, legislative and regulatory requirements, an effective solution is crucial to ensure emails and attachments are filed and managed in accordance with such requirements.

inMailX for NetDocuments is an enterprise email management solution for Microsoft Outlook and NetDocuments, designed to improve information governance and compliance. inMailX for NetDocuments solution consists of inMailX Email Manager Module and inMailX NetDocuments Connector.

With inMailX for NetDocuments, users can file incoming and outgoing emails into NetDocuments in an intuitive and simple process, reducing the complexity of managing and sharing emails.

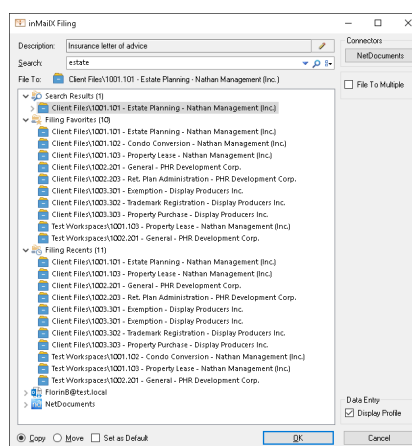
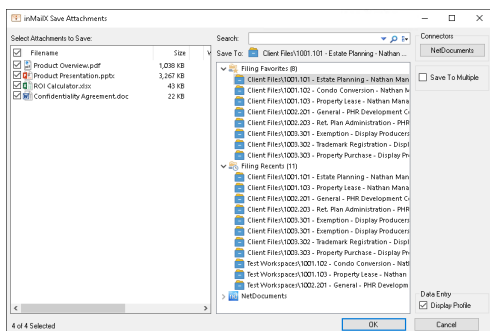
inMailX can be configured to force users to file their emails into NetDocuments, mitigating risk and ensuring compliance with corporate policies.

inMailX for NetDocuments improves email filing compliance, enhances work practices, and increases NetDocuments user adoption.

Empower Users and Improve Productivity

inMailX for NetDocuments provides a simple and intuitive Outlook interface for NetDocuments, enabling users to work with cabinets, workspaces, folders, emails and documents from their familiar Outlook interface.

With inMailX for NetDocuments users can easily file and manage their emails and attachments, import desktop files, as well as access workspaces, folders, emails and documents directly from Microsoft Outlook.



When filing emails, users can easily select to save attachments separately from one window.

inMailX Modules

- Email Manager
- Attachment Manager
- Print Manager
- Content Manager
- Time Manager
- Brand Manager

inMailX Connectors

- FileSystem Connector
- HPE CM Connector
- iManage Connector
- NetDocuments Connector
- SharePoint Connector
- WebDAV Connector
- Worldox Connector

While working in Outlook, users have the ability to easily edit and update documents, and simply drag & drop emails into NetDocuments workspaces and folders.

Description masks can be used for duplicate detection, and for standardising email and document names across all users.

Enhance compliance and productivity with inMailX for NetDocuments



inMailX for NetDocuments Benefits

Streamline Email Management

- 'Quick File' incoming and outgoing emails
- Force users to file emails on send
- 'Drag & Drop' emails and attachments
- Duplicate emails and attachments detection
- Purge filed emails and reduce mailbox size

Improve Accessibility

- Simple Outlook interface for NetDocuments
- Quick search for workspaces and folders in Outlook
- Use 'Where Filed' to navigate to the filed copy of the email
- Multiple fields mapping for individual cabinets
- Apply description masks to standardise document names

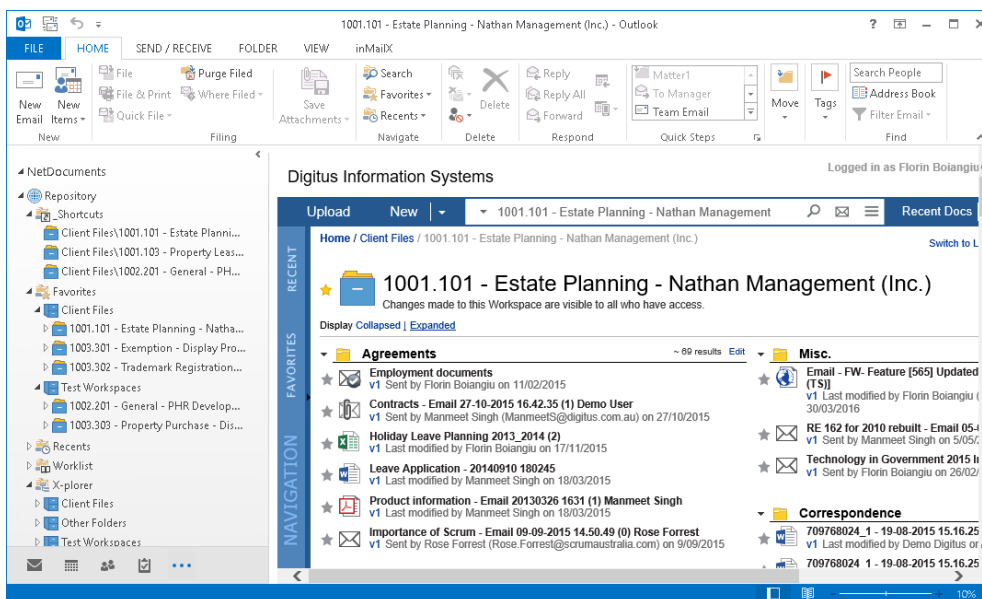
Enhance User Environment

- Familiar Outlook interface for working with NetDocuments
- Use filing favorites and recents for quick file and navigation
- File emails to single or multiple workspaces
- Save attachments separately to the email
- Display profile form to enter additional metadata

"inMailX has provided our users with a new way to work, it has significantly increased productivity, and helped IT deliver several key new initiatives."

"inMailX makes it simple and easy to manage emails the way we need them to be managed."

"inMailX forces me to organise my emails. Every time I send an email, I am prompted to file it. In my profession, it is vitally important to be able to easily locate and retrieve emails."



inMailX provides a simple and intuitive Outlook interface for NetDocuments, enabling users to work with workspaces, folders, emails and documents in Outlook.

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