



Project 2 Outlook

IMPROVE VISIBILITY

Using Microsoft Outlook as the means of communicating project schedules ensures project participants and interested parties have the latest published information.

IMPROVE PRODUCTIVITY

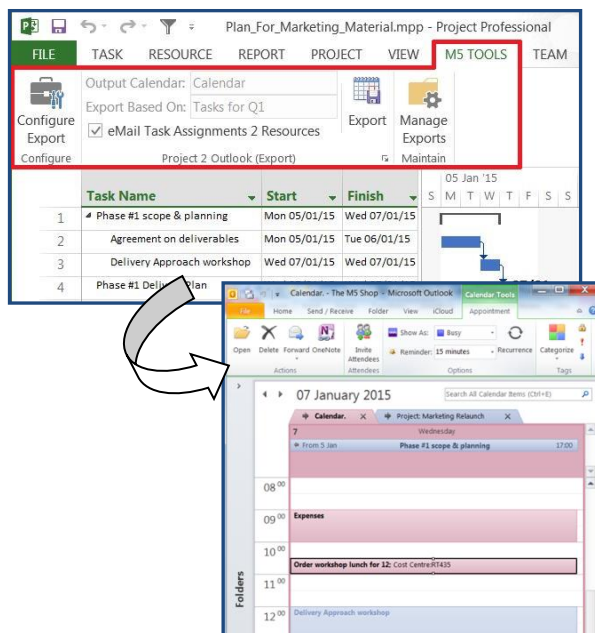
Project owners don't need to remember complex export steps to share critical information.

SIMPLE & SAFE

Users of Microsoft Project click one-button to export. Stakeholders use Microsoft Outlook. Software is protected with a Microsoft Authenticode certificate and has passed Microsoft certification tests.

SYSTEM REQUIREMENTS

Microsoft Project 2010 or higher
Microsoft Outlook 2010 or higher
Microsoft .NET Framework 4.5 or higher.



- **Share**
Easily share your Microsoft Project schedules without maps, servers, and complex export steps.
- **Aware**
Ensure anyone that's involved in your project has access to the latest plan from within Microsoft Outlook.
- **Cost-Effective**
Control the cost of sharing information by using software you and your project team already use.
- **Improve**
Enhance project visibility by ensuring stakeholders have the latest information in their daily calendars.

The Problem

Anyone that has completed a non-trivial project will know the importance of team work in delivering a project. Good communication between the Sponsor, Project Manager, project team members and other stakeholders is critical to successful teamwork. Meetings, progress reports and conference calls are all used to 'push' communication to users; in the 'information overload' age successful teams need to allow stakeholders to 'pull' information.

The wide availability of Microsoft Outlook means it's well suited as a repository for project information which stakeholders can access as they need ('pull'). The challenge is getting information into Microsoft Outlook from Microsoft Project without a web-client, complex export steps or a Project Server.

The Solution

Project 2 Outlook is an add-in to Microsoft Project 2010/2013 that exports project tasks to a user selected Microsoft Outlook Calendar.

Exported tasks appear in Microsoft Outlook as appointments; stakeholders can view project appointments next to personal and business activities.

This tool saves the time spent on complex export and formatting processes. Project Managers can focus on more valuable tasks related to managing delivery.

The software is protected with a Microsoft Authenticode certificate and has passed Microsoft certification quality tests.

More information and a demonstration version is available at <http://shop.m5consultancy.com>

