FACT SHEET Conferencing



Cisco WebEx WebOffice™ and Verizon Conferencing

Working Together Just Got Easier

Harness the power of the web and work better together with Cisco WebEx WebOffice and Verizon Conferencing. WebOffice has everything you need to manage your projects. Each team or department can have its own space off your company's WebOffice portal to share documents, ideas and information. The pairing of Verizon Conferencing and WebOffice allows you to collaborate and meet from virtually anywhere and anytime, securely and effectively—all in one location easily accessible to the entire group. WebOffice provides productivity-enhancing tools to everyone in your organization, whether they're working in an office, on the road, or on the other side of the globe. There's no software to download, no hardware to maintain and no wasted time.



10 Powerful and Fully Integrated Business Applications That Make Sharing and Collaborating Easy and Effective!

Keep Everyone Connected

Keep your organization connected to your business whether they're in the office or on the road. Even your remote workers can stay connected and up-to-date, just like they're in the same office. Projects can be easily tracked. Project sites can be easily managed and deleted when they are no longer needed. Easily organize and manage your schedules, documents, databases—and your business—all right from your desktop.

Real-time and Any-time Collaboration

WebOffice makes working together easier than ever. Share calendars, documents, data—even access your Meeting Center application from the WebOffice console to meet online using real-time, on-demand web technology. Departments will have a location for jointly used spreadsheets and templates. Team members can be sure that they are working from the most current version of a document. You'll be able to react more quickly, be more nimble, and get ahead of your competitors—from virtually anywhere and at any time. WebOffice supplements the real-time collaboration of your existing Net Conferencing services by fulfilling the on-going needs of collaborating between meetings to maintain the synergies of group dynamics. In addition, you may easily access your net conferencing services by adding a link to your WebOffice homepage.

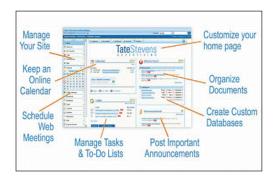


Keep Your Office Open 24 Hours a Day

Today's office isn't always in one place and doesn't operate from 9 to 5—especially in this global world. Wherever you need to work, you still need to get to your work applications and your information. WebOffice makes it easy by allowing you and your team to work, where, when, and how you want. Count on WebOffice for a secure, reliable solution.

Zero Hardware, Zero Software, and Zero IT

WebOffice works for you on the web. There's no hardware to buy and you don't need to be an IT expert—we manage everything for you. It's efficient, secure, and available, on-demand. WebEx WebOffice works for everyone.



The Integrated, On-Demand Way to Work Together Virtually Anywhere and Anytime.



Document Manager. Store and share documents, pictures, and critical information securely with authorized users.



Online Calendar. Schedule meetings, events, and share calendars with your entire organization.



Task Manager. Manage and delegate project tasks and activities.



Web Database. Easily create and manage powerful web databases to access your data.



Discussions. Exchange ideas, comments, and more with centralized, easy-to-access interactive discussions.



Announcements. Post announcements and share web links with your organization.



Contacts List. Organize and manage your personal and company contact directories of employees, suppliers, and customers.



Expense Reports. Standardize your expense management process with easy-to-use and accessible expense reports.



Opinion Polls. Get real-time feedback on key topics from your organization whenever you need input.



Administration Tools. Manage your WebOffice with a wide range of customization and configuration options.



Customization. Easily customize WebOffice's features and applications to work the way your organization works, even match your corporate logo and color scheme.



Add Ons. Make your WebOffice even more powerful with our affordable upgrades.

About Verizon Business

Verizon Business, a unit of Verizon Communications (NYSE: VZ), is a global leader in communications and IT solutions. We combine professional expertise with the world's most connected IP network to deliver award-winning communications, IT, information security and network solutions. We securely connect today's extended enterprises of widespread and mobile customers, partners, suppliers and employees—enabling them to increase productivity and efficiency and help preserve the environment. Many of the world's largest businesses and governments—including 96 percent of the Fortune 1000 and thousands of government agencies and educational institutions—rely on our professional and managed services and network technologies to accelerate their business. Find out more at www.verizonbusiness.com.





