

TELUS Workspace Service



Today's business challenge.

Your business clients and employees are geographically dispersed and you want to make it easy for them to collaborate. The need to increase productivity and keep projects on the go are your top priorities, but your company is faced with travel restrictions and resource constraints.

Connect people, teams and information.

Meetings and team activities are always more productive when everyone has access to all the materials. TELUS Workspace Service does just that – it connects people, teams and information. The service provides a Web-based workspace where members of your company can securely share access to files, work collaboratively on documents, schedule meetings, and manage projects, timelines and information. Users can log into their secure workspace at the office, at home, on the road, or from anywhere via the Internet.

Maximize the benefits of shared information.

TELUS Workspace Service increases the efficiency of business processes, simplifies everyday business activities, improves team productivity, and promotes teamwork and collaboration within your own company and with your partners and customers.

Improve team productivity with easy-to-use collaborative tools:

- Users can create team workspaces, coordinate calendars, organize documents, and receive important notifications and updates through collaboration features including announcement lists, event lists, task lists, discussion boards, alerts, surveys, blogs and wikis.

Easily manage documents and help ensure integrity of content:

- Enhanced document management capabilities include document storage and retrieval, check-in and check-out functionality, version history, custom properties, customizable views, and controls to set document – and item-level security.

Get users up to speed quickly:

- Complete integration with Microsoft® Office® applications, like Word®, Excel®, PowerPoint® and Visio®, allows users to create, edit and publish directly from these programs.
- Outlook® calendars and contact lists can be synchronized with specific team sites.
- User interface improvements include enhanced views and menus that simplify navigation.

Build a collaboration environment quickly and easily:

- TELUS takes care of the infrastructure, installation, maintenance and software upgrades.
- Users can create an unlimited number of user accounts with secure access to the workspace.
- TELUS provides the templates that can be customized with additional content, design or functionality.

Reduce the complexity of securing business information:

- TELUS hosts this service in its state-of-the-art Internet Data Centres across Canada.
- TELUS provides site provisioning, site management, support and security.
- Users control site memberships, access privileges, permissions and storage limits to prevent business data leakage to unauthorized personnel.

There's more – TELUS offers a complete unified communications portfolio.

TELUS Workspace Service is part of our TELUS Unified Communication Services portfolio, which also includes:

- **TELUS Business Email Service.** Email, scheduling, and contact management.
- **TELUS Instant Connect Service.** Instant messaging, real-time presence status information, file sharing and Web conferencing.

This innovative suite of unified communications business tools is designed to enhance personal and group communications within and outside your company. All TELUS Unified Communication Services are fully integrated with each other as well as with other Microsoft Office applications.

TELUS Workspace Service

Clear and simple options that work for your business.

TELUS Workspace Service is a flexible, affordable, scalable, and cost-effective solution that meets your business needs. Choose a pricing plan (fixed monthly fee) based on how much disk space you need. TELUS takes care of upgrades, management and maintenance.

	TEAM	BUSINESS	ENTERPRISE
Disk space	2 GB	8 GB	17 GB
FEATURES			
All plans share these features	<ul style="list-style-type: none">■ Unlimited number of users and online workspaces■ Team calendars■ Surveys, discussions, and links		<ul style="list-style-type: none">■ Gantt chart view■ Professional templates in French and English■ Online self serve management tool■ Full Outlook integration
Additional options (extra fees apply)	<ul style="list-style-type: none">■ Additional disk space■ SSL enabled site		<ul style="list-style-type: none">■ TELUS Business Email Service■ TELUS Instant Connect Service

TELUS: The hosting leader.

- **Proven reliability.** Highest standards for security, storage, backup and privacy to ensure content integrity.
- **Proven cost-effective.** TELUS takes care of everything for a monthly fee and there is no need for major investments in infrastructure and technical staff.
- **Technology leadership.** Partnerships and certifications with leading unified communications vendors including Microsoft and Cisco.
- **Hosting facilities.** World-class TELUS owned and operated Internet Data Centres across Canada.
- **High performance.** Brand new infrastructure uses the latest computing technology.
- **Single point of contact.** 24/7 service and support from TELUS experts.
- **Single provider for all services.** TELUS offers a comprehensive range of unified communications services to suit any organization.

GET THE BEST FOR YOUR BUSINESS.

Do more with TELUS solutions. Connect with us today and we'll show you how.

Contact your TELUS Sales Representative, call **1-800-652-3266** or visit telus.com/workspace.