Collaborate, Plan, Archive E-Mails

Hyperwave Team Workspace is the solution for web-based team projects.
An organization can only work as well as the collaboration between its employees. Hyperwave Team Workspace provides a workspace for internal and external project teams that is both easy to set up and intuitive to use.

The Architecture
A Hyperwave Team Workspace can be set up by any user with the appropriate rights. Based on the infrastructure and services offered by Hyperwave IS/7, the Enterprise Content Management platform, all relevant document management functionality is available. You can publish, edit and replace documents without any previous knowledge of the system. This allows projects to make a quick start, and allows you to integrate new employees into a project without additional training.

Furthermore, all the established Hyperwave IS/7 functionality is available such as version control, and access control based on roles and groups.

Because it uses completely web-based technologies, Hyperwave Team Workspace can be deployed immediately and everywhere, without a major rollout.

Collaboration
Whether you are creating classic Office documents, or collaborating in a wiki; whether you are working offline, sitting in an airplane or train, or whether you work online all the time, that’s your choice. Hyperwave Team Workspace supports all these variations. Each Team Workspace has an overview page that allows you to see the most recent changes in the space at a glance. There is no longer any need to spend ages searching for modified project documents.

Collaboration in the Intranet
Day-to-day business requires secure exchange of documents, a central deposit for project-specific e-mails and integration with business processes.

In our company, it’s normal for teams to be scattered over continents. Hyperwave Team Workspace allows us to collaborate with each other quickly and simply.
Planning
A team calendar and task lists that are accessible over the web for every employee are a great help when co-ordinating a project.

You can also use the Hyperwave Workflow dropbox* to integrate whatever standardized business processes you require. Dropboxes are the perfect combination between working in a structured and an unstructured way.

Archiving E-mails
During projects, important information is often exchanged by e-mail. In order to be able to find this information again, to save e-mails that belong together and to tag or index them, e-mails have to be retrieved from employees’ personal inboxes, and administrated in a central depot together with all the other project-related documents, tasks and appointments.

Hyperwave Team Workspace offers ideal e-mail integration, which can be set up without interfering with the company-wide e-mail infrastructure, yet which fits seamlessly in. Web-based access and integration into Microsoft Outlook ensure that information is permanently available to all internal and external project members and partners.

Functions

Team collaboration
- Pre-defined roles for guests, participants and administrators
- Subscribing for groups and individual users
- Secure access for suppliers, customers and partners
- Access rights can be set specifically for documents, tasks and events
- Fulltext search in documents, e-mails and wiki articles
- Intuitive project wiki
- Project overview
- E-mail archive with Outlook integration*
- Simple version control

Task and Event Management
- Web-based task lists and calendar
- Repeat events and automatic notification
- Role-based access rights for tasks and events
- Priority control for tasks and notification for due milestones
- Milestone tasks
- Project overview

Publishing
- Seamless integration with Hyperwave Web Content Management*

* You must purchase an additional module for this functionality

SYSTEM REQUIREMENTS

Browser
Internet Explorer 9.0
Mozilla Firefox 13 and higher

Server
Hyperwave IS/7.3

Client operating system
Windows XP SP3
Windows Vista SP2
Windows 7
Mac OS X 10.4 and higher
Linux/Unix

SYSTEM CHARACTERISTICS

Multilingual and international. Administration in your web browser. Can be integrated using web services (for example). Extensible using an open programming interface and SDK.