



# Mitel Teamwork Overview

Mitel Teamwork is a real-time collaboration tool that enables teams to be more efficient and productive from anywhere.

Empower teams to be productive from anywhere. Mitel Teamwork is an enterprise-grade mobile and web solution that provides a virtual place for teams to seamlessly collaborate with tools such as messaging, tasks, conferencing and file sharing. By combining these tools with MiCloud Connect, users are able to obtain a full-featured unified communications and collaboration solution to increase cross-team productivity and eliminate siloed teams.

Mitel Teamwork is available for MiCloud Connect users in U.S. and Canada with Essentials, Standard or Advanced service plans.

## Benefits of Mitel Teamwork:

### Work From Anywhere

Bring teams together by letting them collaborate from anywhere. Mitel Teamwork gives MiCloud Connect users the ability to send messages, share content, join conference calls and assign tasks from their smartphone or web browser.

### Enhance Productivity

Group and monitor your projects, share content and manage task lists. Mitel Teamwork workspaces deliver a consolidated place for your teams to collaborate with ease, while personal dashboards help users stay organized and identify items that pertain to them.

### Deploy & Manage with Ease

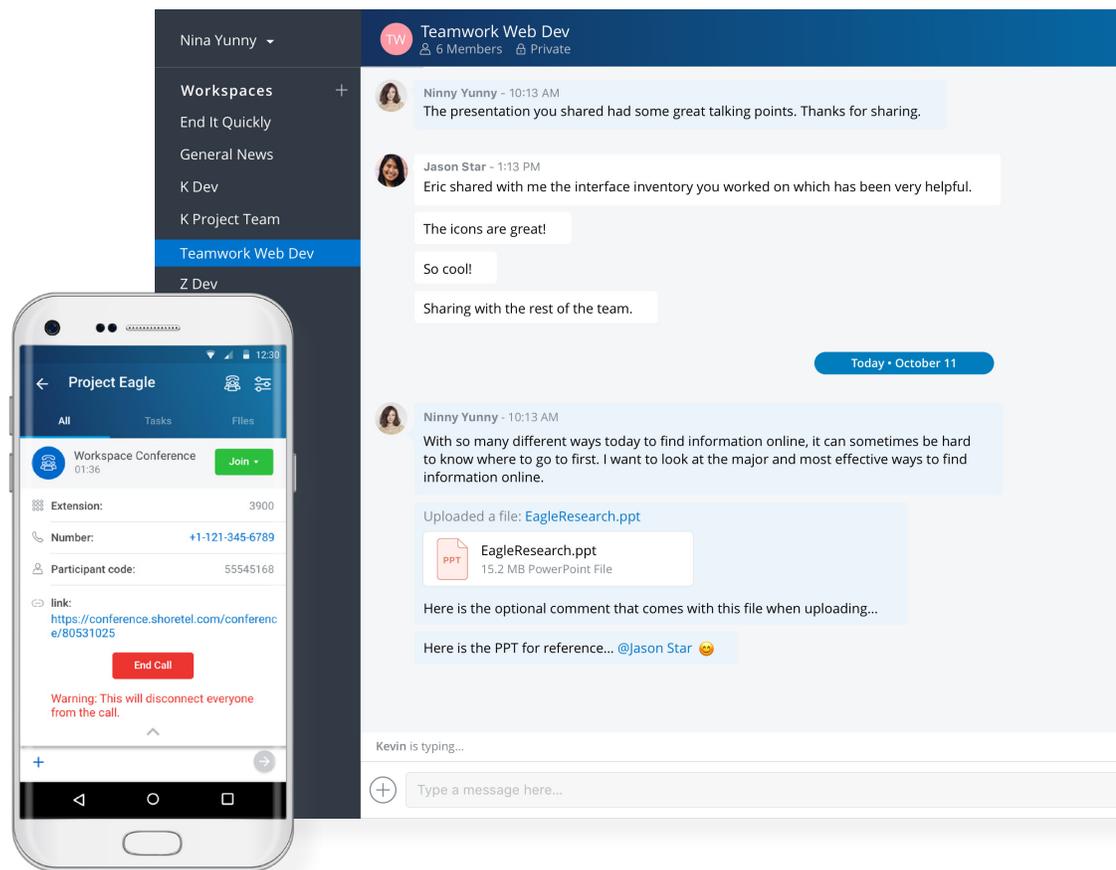
Our intuitive UI makes it easy to get up and running fast. MiCloud Connect users with Essentials, Standard or Advanced service plans can get started by downloading our free Android or iOS Mitel Teamwork mobile app or by logging in through a web browser.

### Scalable, Reliable & Secure

Built on a modern cloud architecture, Mitel Teamwork delivers on-demand scalability and security you can depend on. End-to-end encryption ensures your data is transmitted safely at all times.

## Key Features:

- **Dashboard:** Personal dashboards allow you to stay organized by delivering a single source for you to view your tasks, mentions and new items.<sup>1</sup>
- **Workspaces:** Keep your projects organized by creating virtual rooms for your teams to collaborate in. Workspaces can be private or public to ensure the appropriate team members are engaging.
- **File Sharing:** Upload files directly to a workspace so team members can easily access the document from anywhere.<sup>1</sup>
- **Messaging:** Chat with all teams members within a workspace. Users will be notified of unread messages and any messages they are mentioned in if they are away when the message is sent.
- **Mentions:** Get users' attention by tagging them with @ mentions so they are notified of questions and comments within workspaces. The @all mention makes it easy to get the attention of every team member within a specific workspace.
- **Tasks:** Assign tasks with due dates to team members and get a holistic view of a workspace's to-do list to determine workload and appropriate timelines.<sup>1</sup>
- **Conferencing:** Join and create conference calls directly from a workspace. With a single click, members can quickly join a conference and automatically launch the call from their Mitel Connect mobile app or native dialer.<sup>1</sup>



<sup>1</sup> Supported via the mobile app