

# 群組排程助理

與會人員

大家都有空檔時間日期

會議室

Meeting start time: Fri 10/21/2005 2:30 PM  
Meeting end time: Fri 10/21/2005 3:00 PM

Legend: Busy (blue), Tentative (light blue), Out of Office (purple), No Information (grey), Outside of working hours (white)

Video: 用OWA預定會議時間與會議室

建議時段越上面越多人有空

# Improved Scheduling Capabilities

The screenshot displays the Microsoft Exchange Server 2007 Meeting Assistant interface. The main window shows a calendar view for Thursday, July 13, 2006, with a time slot from 10:00 AM to 11:00 AM highlighted. The interface includes a ribbon with tabs for Meeting, Insert, and Format Text. The Meeting tab is active, showing options like Cancel Invitation, Forward, Appointment, Scheduling Assistant, Meeting Workspace, Attendees, Show As (Busy), Reminders (15 minutes), Return, Time Zones, Categorize, Spelling, Meeting Notes, and Create Note. The Scheduling Assistant view shows a grid of attendees and their availability. The 'Suggested Times' list on the right shows several time slots, with 10:30 AM highlighted in yellow. A legend at the bottom indicates status colors: Busy (blue), Tentative (light blue), Out of Office (purple), No Information (grey), Outside of working hours (light grey), Good (green), Fair (yellow), and Poor (red).

Attendee	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00
Burke Fowler	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy
Linda Mitchell	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy
Ian Tien	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy
Gudana Achong	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy
Jessica Arnold	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy	Busy

**Suggested Times:**

- 10:00 AM (3 of 5 free)
- 10:30 AM (3 of 5 free)
- 2:00 PM (3 of 5 free)
- 2:30 PM (3 of 5 free)
- 3:30 PM (3 of 5 free)

Exchange Server 2007 provides recommended meeting times.

# Calendar Overlay

Calendar - Microsoft Outlook

File Edit View Go Tools Actions Help

New [Print] [Refresh] [Zoom] [Today] Search Address Books

Calendar << Day Week Month Show work week Show full week

February 11 - 17, 2007

Search Calendars

Calendar Team Site Calendar

	11 Sun	12 Mon	13 Tue	14 Wed	15 Thu	16 Fri	17 Sat
8 am							
9:00		Team meeting				Dentist appt	
10:00			Upated design review metin	Click to add			
11:00				Sync up on project	Team Meetir 36/1339 Will Kenne	Jason onsite with client	
12 pm		Lunch with Mary	Dan travel				
1:00			1:1 Je	Planning offsite			
2:00						Team budget meeting	
3:00		Weekly conference call with			Sales update meeting with Liz		
4:00				pick up flow		Finalize project details	

Tasks: 4 Active tasks, 0 Completed tasks

17 Items

Online with Microsoft Exchange

To-Do Bar

February 2007

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	1	2	3
4	5	6	7	8	9	10

Team budget meeting  
2:00 PM - 3:00 PM

Finalize project details  
4:00 PM - 5:00 PM  
Conf Room 5; Don Hall

Dinner at the Arnold's house  
6:00 PM - 8:00 PM

Arranged By: Due Date

Type a new task

Today

- review budg...
- call Janet for...
- pick up flow...

Tomorrow

- schedule me...
- VPAT for Offi...

Next Week

- Screenshot r...
- A Political Mi...

# Outlook Mobile Service

The screenshot displays the Outlook Mobile Service interface for composing a text message. The window title is "Call Terry Adams at Litware. N - Text Message". The interface includes a "Compose" tab, a "Send" button, a "Settings" button, and a "Preview Pane" button. The "Message Options" section includes "Schedule Send" and "Maximum Messages" set to 5. The "To:" field contains "Mark Hanson ((425) 555-1212)". The message body contains the text: "Call Terry Adams at Litware. Needs hlp w/ pharma order that hasn't arrived. Situation urgent - waiting for antibiotics at hospital." A preview pane on the left shows a thumbnail of the message.

Call Terry Adams at Litware. N - Text Message

Compose

(425) 555-11...

Send

Settings

Account

Emoticon String

Zoom

Preview Pane

Address Book

Check Names

Schedule Send

Maximum Messages 5

Message Options

To: Mark Hanson ((425) 555-1212)

Preview

Call Terry Adams at Litware. Needs hlp w/ pharma order that hasn't arrived. Situation urgent - waiting for antibiotics at hospital.

Message 1

# 從信件將大附加檔移除

The screenshot shows the Outlook interface for an email titled "RE: Comparison sheet for OCS". The email header includes the sender "Aamer Kaleem" and the recipient "Soma Kar". The subject is "RE: Comparison sheet for OCS R1, OCS R2 and Lync". A large attachment, "OCS R2 Reviewers Guide.pdf (4 MB)", is highlighted. A context menu is open over the attachment, listing various actions. A red arrow points to the "Remove Attachment" option.

寄件者: Aamer Kaleem  
收件者: Soma Kar  
副本:  
主旨: RE: Comparison sheet for OCS R1, OCS R2 and Lync

訊息: OCS R2 Reviewers Guide.pdf (4 MB)

Hi Soma – Please have a look at Table-1 of at

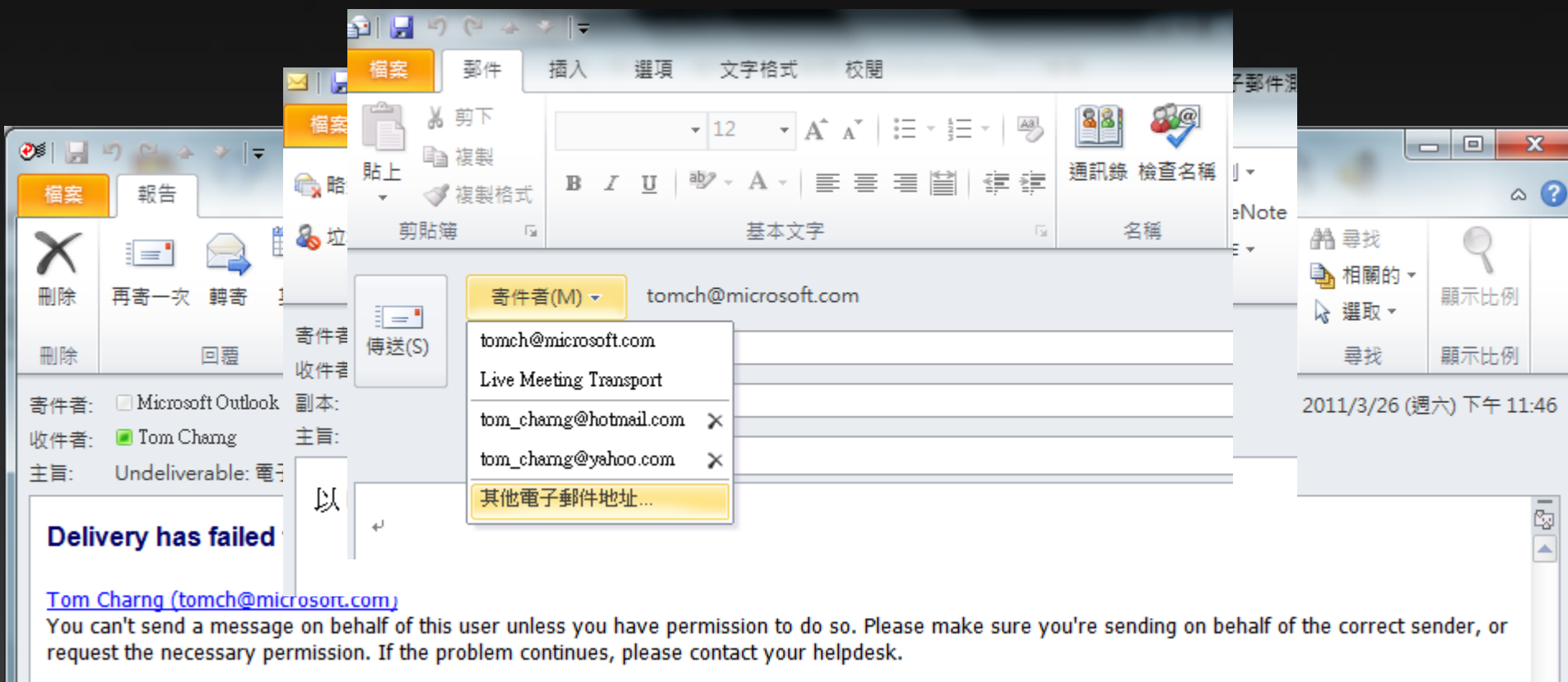
Thanks,  
Aamer

**From:** Soma Kar  
**Sent:** Thursday, March 24, 2011 11:22 PM  
**To:** UC Global TSP/SSP Community  
**Subject:** Comparison sheet for OCS R1, OCS R2 and Lync

預覽(P)  
開啟(O)  
快速列印(R)  
另存新檔(S)  
儲存所有附件(N)...  
**移除附件(V)**  
複製(C)  
全選(L)



# 使用其他帳號名義發送郵件



# Electronic Business Cards

The screenshot shows the Microsoft Outlook Contacts application. The main window displays a grid of contact cards. Each card includes a profile picture, name, title, company, and contact information (phone, fax, email). The contacts shown are:

- Cornelia Weiler**: President, Adventure Works. 312 781-1212 Business, 312 781-1212 Fax, cweiler@adventure-works.com, 1341 Melrose Street, Chicago, IL 60612.
- Chris Gray**: 212 Lakeview Road, Sharon, MA 02324. 508 555-1212 Business, 508 555-1212 Home.
- Josh Edwards**: Lead Project Manager, Fabrikam, Inc. (617) 781-1212 Business, (978) 781-1212 Home, jedwards@fabrikam.com, One Franklin Park Road, Boston, MA 02121.
- Burke Fewel**: City Power & Light, 50 Lyman Place, Bridgewater, MA 02324. 508 555-1212, bfewel@cpandl.com.
- Kim Akers**: (508) 781-1212 Home, kakers@graphicdesigninstitute.com, 42 Walnut Street, Foxboro, MA 02035.
- Dennis Bye**: manager, +31 (0)20-6747000, www.woodgrovebank.com/, Stadhouderskade 42, Amsterdam.
- Jeff Smith**: (425) 882-8080 Work, aardman@exchange.microsoft.com, One Microsoft Way...
- Florian Voss**: (425) 861-0462 Home, (425) 861-8395 Work, fvoss@alpineshouse.com.

The interface includes a menu bar (File, Edit, View, Go, Tools, Actions, Help), a toolbar with icons for New, Print, Delete, etc., and a search bar. On the right, there is a 'To-Do Bar' showing a calendar for February 2007 and a list of tasks: 'Team budget meeting' (2:00 PM - 3:00 PM), 'Finalize project details' (4:00 PM - 5:00 PM), and 'Dinner at the Arnold's house' (6:00 PM - 8:00 PM). A vertical alphabetical index is also visible on the right side of the contact grid.

# 社交網路聯繫

搜尋 收件匣 (Ctrl+E)

排列: 日期 (交談) 最新的在上面

- [相遇-雪山]: EPG 雪山主峰活動 - <... Hung-Chia Su (104) (週五) 下午 7:27
- MSS Notification | Active | BPOS-S W1... MSS Service Desk (週五) 下午 6:56
- Spring's Fresh Looks + FREE Shipping ... Old Navy (週五) 下午 6:41
- ▷ Polycom PR Bo-Rung Lai; Cary Tsung Chih Sun (週五) 下午 6:32
- ▷ MS+Polycom UC solution event Bo-Rung Lai; Leu, Jimmy (週五) 下午 6:32
- ▷ CTCB Lync 體驗 顯示最新郵件。展開以檢視先前項目。
- ▷ 關於PSG的CIE情境討論與回饋 Thomas Tsai (104); Danny Wei-Yang Ting (週五) 下午 6:19
- ▷ [WP7好康報報]蒙恬手寫中文輸入軟體免... Cathy Yeh (週五) 下午 6:19
- Siebel Opportunity Pipeline report is r... Shin-Chin Lee (104) (週五) 下午 6:10
- 【商業】20110325-費來投資週報暨報... 費來金融集團 (週五) 下午 4:59
- Andy Lin 希望成為你的 Facebook 朋友。 Facebook (週五) 下午 4:32
- ▷ Non-Windows DHCP Server - DHC... Stephane Vollet (WANG ZHIHAO); Clive Gra... (週五) 下午 4:05
- ▷ [SYUE Mountain Trip practice] ... Annie Huang (104) (週五) 下午 4:05

## RE: CTCB Lync 體驗

Rick Tang (Intl Vendor)

寄件日期: 2011/3/25 (週五) 下午 06:25

收件者: Kuang-Chun Hsia; Tony Lin (TAIWAN); Jimmy (Chun-Liang) Liu

副本: Tom Chang; Cary Tsung Chih Sun; Ted Chen; Bobby Mak; Thomas Tsai (104); Daniel Chang; Bo-Rung Lai; Jeff Tseng (Intl Vendor)

Dear All

All Polycom device have got and collected in Harvest Room. We will move all facility to 6F Svr Room at 3/28 and begin to prepare CTCB Lync Demo.

We plan to complete Demo Environment setup at 3/31 EOB.

Bobby Mak DIRECTOR OF ...

- Welcome Anderson Shen to join STU as SSP-Datacenter 下午 04:55 2011/1/19
- RE: 歡迎參加! [CPE講座] 曾雅妮: 小妮子的高球祕訣 - 許台灣下一個高球未來 上午 05:31 2011/1/19
- BPIO Team (Exchange) Alignment Meeting 下午 06:00 2011/1/6
- RE: [Important] RE: Can Lync integrate with Tandberg VCS? If so, what's the prerequisite of HW and SW? 下午 04:13 2011/1/3
- RE: POC and Help partner to develop Lync gateway 下午 05:13 2010/12/29



# 整合通訊的整合應用

收件匣 - tomch@microsoft.com - Microsoft Outlook

資料夾 檢視 Global Sales 會議

刪除 回覆 全部回覆 轉寄 會議 IM 其他

News Feed 轉寄給經理 完成 新建

小組電子郵件 回覆及刪除

快速步驟

搜尋 收件匣 (Ctrl+E)

排列: 日期 (交談) 最新的在上面

今天

- Welcome Spring Event - 20% off store...  
Crabtree & Evelyn 下午 8:08
- 【高雄漢神百貨網路店】開幕了 - 刷中...  
中國信託商業銀行 上午 8:52
- Comparison sheet for OCS R1, OCS R2 an...
  - Aamer Kaleem 上午 3:37
  - Soma Kar (週五) 下午 12:24
- OCS/MOC 2007 R2 videos and qui...  
Yannick Manningham 上午 1:06

RE: Comparison

Aamer Kaleem

寄件日期: 2011/3/26

收件者: Soma Kar

訊息 OCS R2

Hi Soma - Please h

Thanks,  
Aamer

From: Soma Kar  
Sent: Thursday, Ma  
To: UC Global TSP/SSP Community

Is Cisco dead money? Check out @ <http://money...>

Aamer Kaleem

有空 - 非上班時間 以下 8 個小時  
VOICE TECH SOLUTION PROF, Voic...

部門 Voice - Incubation - US TZ/GSI

辦公室 MOBILE

公司電話 +1 (630) 725-...

行動電話

住家電話

Alias aamerkal

行事曆 非上班時間 以下 8 個小時

位置 Home Office (上午 10:22)

連絡人 組織 成員屬於

檔案 常用 傳送/接收 資料夾 檢視 Global Sales 會議

新增資料夾 新增 搜尋資料夾 重新命名資料夾 複製資料夾 移動資料夾 刪除資料夾 全部標示為已讀取 立即執行規則 清理資料夾 全部刪除 復原 刪除的郵件 在我的最愛中顯示 原則 自動封存設定 資料夾 資料夾內容 權限

新增 動作 清理 我的最愛 內容

我的最愛

- 收件匣
- 郵件備份
- Exchange Info
- My Link
- OCS Info
- Online
- ROB
- Sales OPP
- Tom
- Tools
- TS
- 每日一字
- 資訊安全
- 草稿 [1]
- 郵件備份
- 刪除的郵件 (29)
- Conversation History
- Global Sales
- 郵件
- 行事曆
- 連絡人
- 工作

搜尋 每日一字 (Ctrl+E)

排列: 日期 (交談) 最新的在上面

- 今天
  - Collop - and a "test your memory" quiz  
M-W's Word of the Day 下午 6:33
- 昨天
  - Lapidary - and a word family quiz  
M-W's Word of the Day (週日) 下午 6:35
- 上週
  - Volte-face - and "test your memory" quiz  
M-W's Word of the Day 3/5 (週六)
  - Raffish - and a "test your vocabulary" quiz  
M-W's Word of the Day 3/4 (週五)
  - Declension - and a "test your memory" quiz  
M-W's Word of the Day 3/3 (週四)
  - Enigmatic - and a synonym quiz  
M-W's Word of the Day 3/2 (週三)
  - Acceptation - and a "test your memory" quiz  
M-W's Word of the Day 3/1 (週二)
  - Cuspidor - and a "test your vocabulary" quiz  
M-W's Word of the Day 2/28 (週一)
  - Circuitous - and a "test your vocabulary" quiz  
M-W's Word of the Day 2/27 (週日)
- 兩週前

Collop - and a "test your memory" quiz

M-W's Word of the Day <word@m-w.com>

如果這個訊息的顯示有任何問題，請按一下這裡，在網頁瀏覽器中檢視。

郵件日期: 2011/3/7 (週一) 下午 06:33

收件者: Tom Chang

If this message doesn't display properly, [open in a web browser](#)

 **Word of the Day**  
March 7

按一下相片可以檢視這位人員的社交網路更新和電子郵件。

  
 M-W's Word of the Day

  
 Tom Chang  
 TECHNOLOGY MANAGER

檔案 常用 傳送/接收 資料夾 檢視 Global Sales 會議

新增資料夾 新增搜尋資料夾 重新命名資料夾 刪除資料夾 複製資料夾 移動資料夾 刪除資料夾

全部標示為已讀取 立即執行規則 清理資料夾 全部刪除 復原刪除的郵件

在我的最愛中顯示 原則 自動封存設定 資料夾 資料夾內容 權限

新增 動作 清理 我的最愛 內容

我的最愛

- 收件匣
- 寄件備份
- Exchange Info
- My Link
- OCS Info
- Online
- ROB
- Sales OPP
- Tom
- Tools
- TS
- 每日一字
- 資訊安全
- 草稿 [1]
- 寄件備份
- 刪除的郵件 (29)
- Conversation History
- Global Sales
- 郵件
- 行事曆
- 連絡人
- 工作

搜尋 每日一字 (Ctrl+E)

排列: 日期 (交談)

今天

- Collop - and a "test you M-W's Word of the Day

昨天

- Lapidary - and a word f M-W's Word of the Day

上週

- Volte-face - and "test yo M-W's Word of the Day
- Raffish - and a "test you M-W's Word of the Day
- Declension - and a "test M-W's Word of the Day
- Enigmatic - and a synon M-W's Word of the Day
- Acceptation - and a "test your memory" quiz M-W's Word of the Day
- Cuspidor - and a "test your vocabulary" quiz M-W's Word of the Day
- Circuitous - and a "test your vocabulary" quiz M-W's Word of the Day

兩週前

復原刪除的郵件

主旨	刪除日期	寄件者
Recall: 使用手冊_消防署需求(關...	2011/2/23 上午 11:29	White Pai
Toshiba 系統還原方法	2011/2/23 下午 02:34	
RE: 關於NTU Exchange 2010	2011/2/23 下午 05:21	
RE: Product Training: Microsoft Ly...	2011/2/25 下午 09:58	
Resegmetation	2011/3/1 下午 06:08	Brian Chang
回收: Resegmetation	2011/3/1 下午 06:08	Brian Chang
回收: Resegmetation	2011/3/1 下午 06:08	Brian Chang
Exchange 大信箱支援在 JBOD應...	2011/3/3 上午 11:22	
RE: 關於農金Exchange平台建立	2011/3/4 下午 03:50	
GCR All Hands	2011/3/6 下午 04:25	Simon Leung

quiz

m-w.com>

在網頁瀏覽器中檢視。

in a web browser >>

No time scho  
Think a  
Online Do  
Advance your  
from home w  
accredited O

電子郵件

M-W's Word of the Day

Tom Chang  
TECHNOLOGY MANAGER

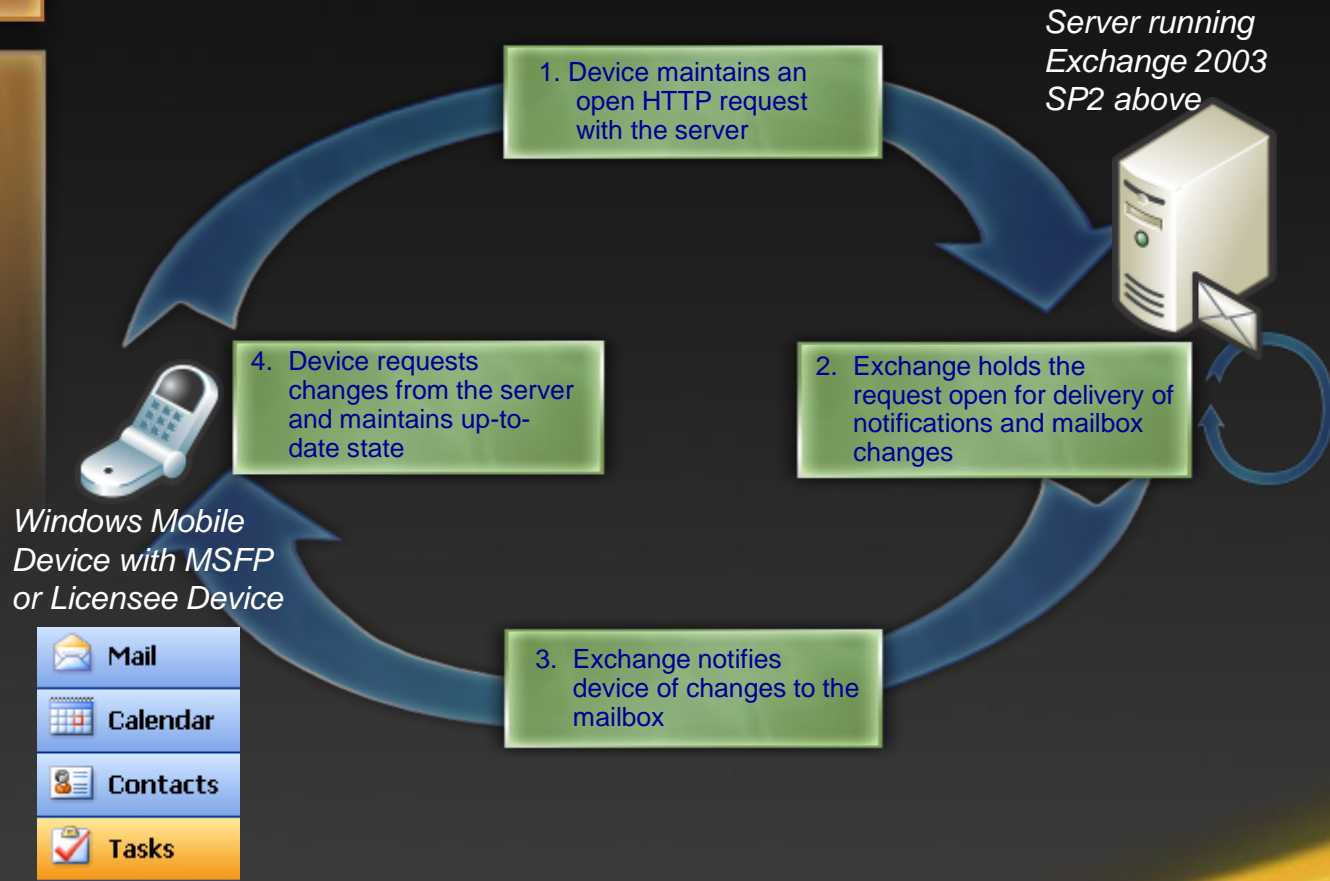
# 電子郵件如何兼俱安全, 行動與科技的功能

- Outlook 與 Outlook Express 之比較
- 手機與郵件系統完美結合
  - 快速設定與聰明使用
- Smart Phone 的應用介紹

# Direct Push Technology

## Highlights

- Device syncs as soon as mail arrives on the server
- No reliance on SMS for notifications
- Mobile networks allow HTTP request to remain open without battery drain/data cost
- No need for a store and forward service



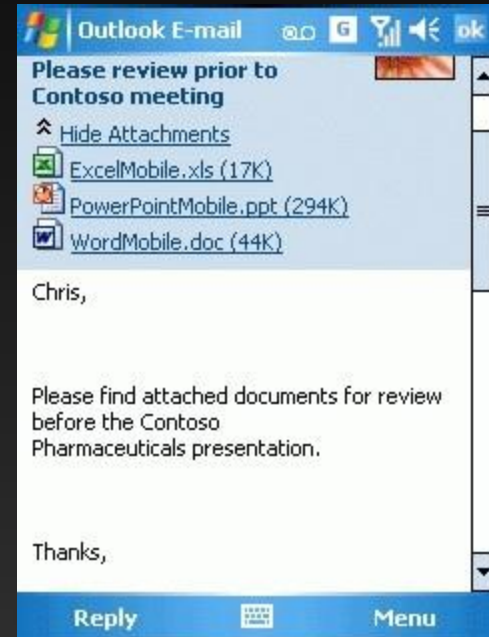


# 行動郵件解決方案比較

業者	Microsoft Exchange	TCC	RIM Blackberry	FET	CHT
服務名稱	Push-mail DIY	即時郵 (M-email)	Mobile e-mail	任意郵	快遞郵
目標客戶	企業用戶	企業用戶	企業用戶及個人	企業用戶	企業用戶及個人
結盟廠商	Open	Microsoft	RIM	Seven Networks	卡米爾
支援功能	Mobile PIM	Mobile PIM	Mobile PIM	Mobile PIM	Mobile PIM
終端設備	WinCE, Symbian	WinCE, Symbian	Blackberry Device	WinCE, Symbian	Java 智慧型手機 一般手機
Push Email	Wi-Fi & GPRS auto push	SMS+GPRS (自動下載)	GPRS (Auto Push)	GPRS	GPRS
系統建置	在Exchange Server 2003設定即可	在Exchange Server 2003設定即可	需建置Blackberry Enterprise Server	需在個人PC及手機上加裝agent, 並同時開機	需建置快遞郵Server, 以便於跟CHT Carrier Server 串連
費用	<ul style="list-style-type: none"> <li>● 手機硬體費用</li> <li>● GPRS資費</li> </ul>	<ul style="list-style-type: none"> <li>● 手機硬體費用</li> <li>● GPRS資費</li> </ul>	<ul style="list-style-type: none"> <li>● Blackberry手機硬體費用</li> <li>● Blackberry server 及使用者授權費用</li> <li>● GPRS 資費</li> </ul>	<ul style="list-style-type: none"> <li>● 服務月租費100/月</li> <li>● 手機硬體費用</li> <li>● GPRS資費</li> </ul>	<ul style="list-style-type: none"> <li>● 手機硬體費用</li> <li>● GPRS資費</li> <li>● Server 設定費及授權費用</li> </ul>
特點	<ul style="list-style-type: none"> <li>● 毋需在E-mail及終端設備上安裝中介軟體</li> <li>● 支援各大行動業者及Wi-Fi無線網路</li> <li>● 與Outlook看齊的使用經驗及安全強化</li> </ul>	<ul style="list-style-type: none"> <li>● 毋需在E-mail及終端設備上安裝中介軟體</li> <li>● 支援各大行動業者及Wi-Fi無線網路</li> <li>● 與Outlook看齊的使用經驗</li> </ul>	<ul style="list-style-type: none"> <li>● 多配備小鍵盤, 對於西方語系使用者而言, e-mail處理功能佳</li> <li>● 支援各大電信業者</li> <li>● 支援各主流e-mail server, 但相對影響 performance</li> </ul>	<ul style="list-style-type: none"> <li>● 支援各主流e-mail server</li> <li>● 個人PC需開機</li> </ul>	<ul style="list-style-type: none"> <li>● 支援各主流e-mail server</li> <li>● Carrier Server 會有郵件複本</li> </ul>

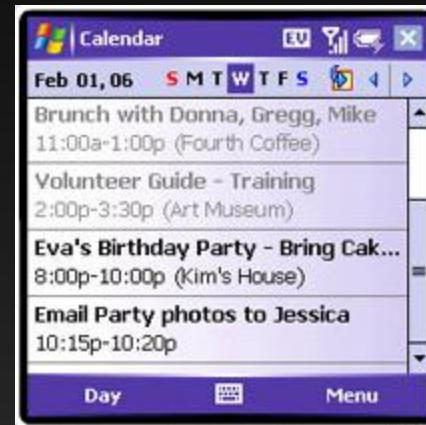
# E-mail Access

- Access e-mail at any time
- View attachments
- Use hotlink URLs, phone numbers
- Listen to internal messages with voicemail .wav



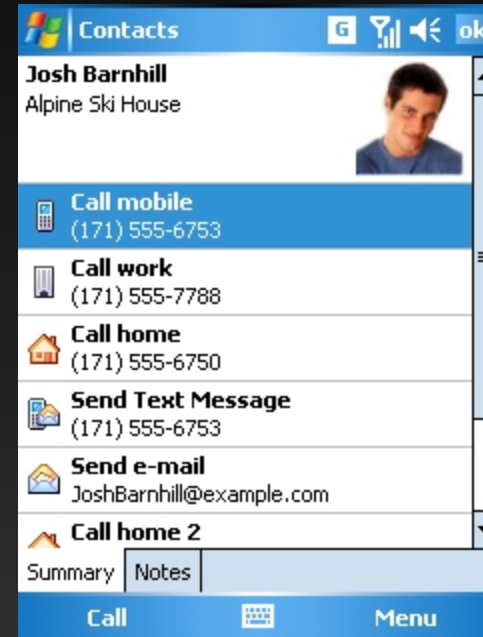
# Calendar Access

- Receive meeting reminders
- Check meeting locations
- Change appointments
- Accept or decline meetings
- View attendee lists
- Call a conference bridge

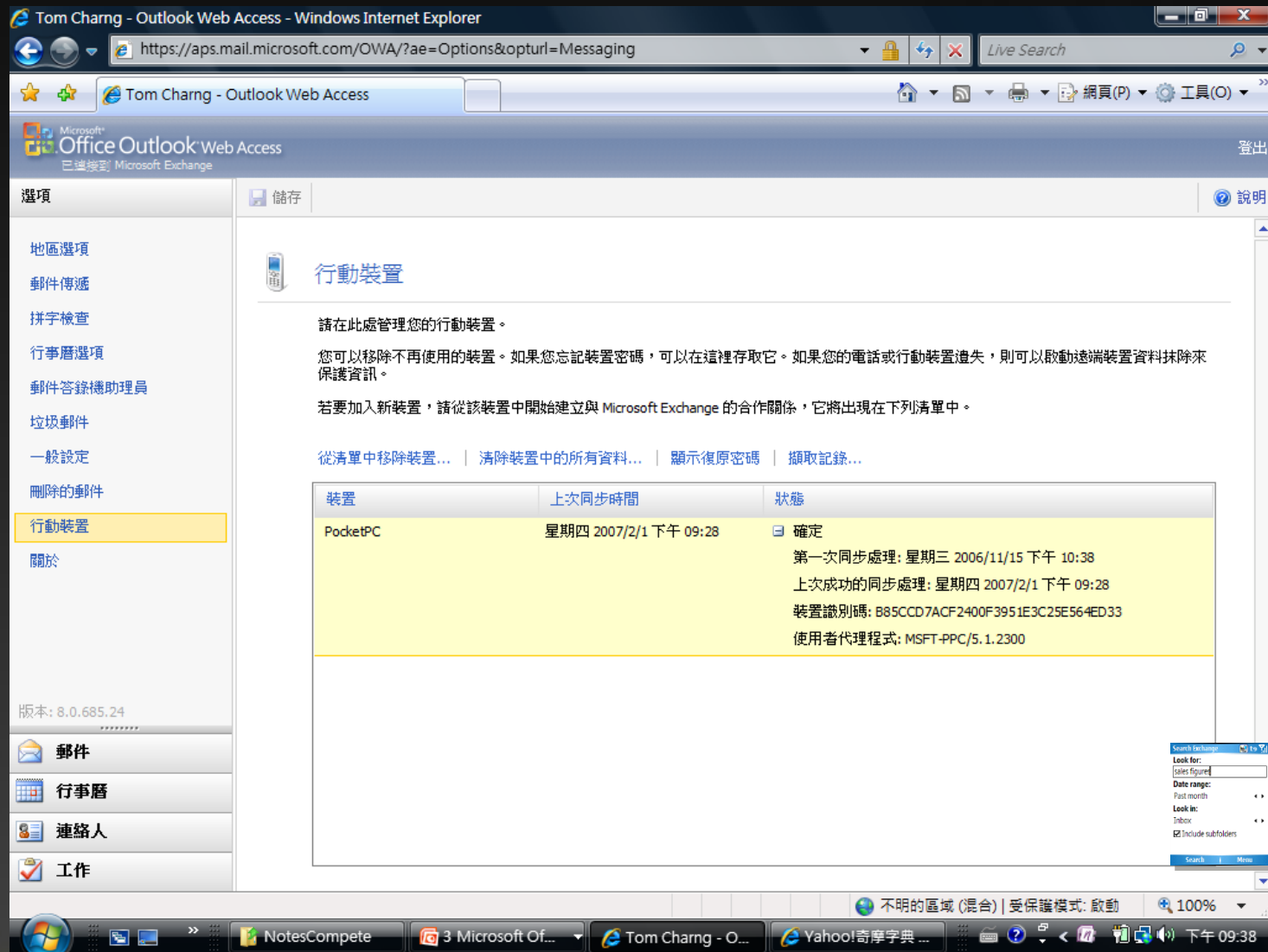


# Global Address List and Contacts Access

- Add new contact from e-mail
- Call contact from contact list
- Share contacts between devices
- Global address list (GAL) lookup



# Remote Wipe



The screenshot shows the Outlook Web Access interface in Internet Explorer. The browser address bar shows the URL: https://aps.mail.microsoft.com/OWA/?ae=Options&opturl=Messaging. The page title is "Tom Charng - Outlook Web Access". The main content area is titled "行動裝置" (Mobile Devices) and contains the following text:

請在此處管理您的行動裝置。

您可以移除不再使用的裝置。如果您忘記裝置密碼，可以在這裡存取它。如果您的電話或行動裝置遺失，則可以啟動遠端裝置資料抹除來保護資訊。

若要加入新裝置，請從該裝置中開始建立與 Microsoft Exchange 的合作關係，它將出現在下列清單中。

從清單中移除裝置... | 清除裝置中的所有資料... | 顯示復原密碼 | 擷取記錄...

裝置	上次同步時間	狀態
PocketPC	星期四 2007/2/1 下午 09:28	<input checked="" type="checkbox"/> 確定 第一次同步處理: 星期三 2006/11/15 下午 10:38 上次成功的同步處理: 星期四 2007/2/1 下午 09:28 裝置識別碼: B85CCD7ACF2400F3951E3C25E564ED33 使用者代理程式: MSFT-PPC/5.1.2300

On the right side of the page, there is a "Search Exchange" dialog box with the following fields:

- Look for: [Folder Name]
- Date range: Past month
- Look in: [Inbox]
- Include subfolders

The Windows taskbar at the bottom shows the system tray with the date and time: 下午 09:38. The taskbar also includes icons for NotesCompete, 3 Microsoft Of..., Tom Charng - O..., and Yahoo! 奇摩字典...





# 電子郵件如何兼俱安全, 行動與科技的功能

- Outlook 與 Outlook Express 之比較
- 手機與郵件系統完美結合
  - 快速設定與聰明使用
- Smart Phone 的應用介紹

# Movie Show

Q & A

Thank you

A grayscale photograph of a man and a woman shaking hands. The man is on the left, wearing a suit and tie, looking up and smiling. The woman is on the right, wearing a light-colored blazer, looking down at their hands. The background is a blurred office or meeting room. A bright yellow curved shape is at the bottom of the image.

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