

Company Fact Sheet

OfficeClip is a leading provider of online tools geared toward efficient management of project teams, company employees and clients. Since its initial launch in 1999, OfficeClip has constantly upgraded its products to now offer a comprehensive suite of collaborative, integrated, web-based tools that are both powerful and easy to use, and that conform to industry standards.

OfficeClip Solutions enable full utilization of resources like the Internet and wireless access to allow organizations to create a more productive environment. OfficeClip has realized its goals by designing products that are:

- Flexible, easy to use and standardized
- Configurable, to continuously solve new business challenges
- Easily accessible by an organization's members and clients

OfficeClip is committed to support organizational goals by empowering companies with powerful, web-based applications that offer complete solutions.

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Customers

The company's comprehensive product offerings are global in appeal, and cater to the needs of a wide variety of organizations from almost any industry or economic sector in the world. OfficeClip products are designed to fulfill the needs of small- and medium-sized businesses, and are leveraged by teams in many large corporations. The company's customer base has expanded steadily every year, due to its range of high-quality products, and superior technical support and training and services.

Product Offerings

In order to meet the diverse needs of many different organizations, OfficeClip offers its products in four useful editions that are designed to fulfill a wide range of user requirements. The available editions are: Express Edition, Hosted Edition, Professional Edition and Premium Edition.

Express Edition is a free, limited version that has no restrictions in terms of the number of users or usage time. It is ideally suited to companies that wish to test our product before actually allocating a budget for it. The Hosted Edition of OfficeClip is intended for companies that prefer to use the full-featured application online, thus avoiding the need for any local installation. The Hosted version requires no client or server installation, and is accessible via any web browser or mobile device. The Professional Edition is a comprehensive version that incorporates the complete feature set and service options of the OfficeClip application. OfficeClip Premium Edition provides the entire set of OfficeClip applications found in the Professional Version. This edition represents an affordable means of acquiring a complete solution while saving money on maintenance and staff training.

Product Range

OfficeClip offers a complete range of comprehensive products that are ideally suited for organizational teamwork requirements. Its products are easy to use, affordable, and easily maintainable, thus making them indispensable to both employees and management. Below, you will find brief functional descriptions of the complete range of OfficeClip applications:

Web Contact Manager

OfficeClip Web Contact Manager is a versatile communication and data management tool, with functions that range from storing contact information to generating reports and importing data. Contact Manager extends the concept of an address book by incorporating tracking and management features that can benefit users in numerous ways. It is an end-to-end contact tracking system that manages accounts, campaigns and opportunities in addition to contacts.

Web Timesheet and Expense Report

OfficeClip Web Timesheet and Expense Report is a multi-purpose web-based tool for tracking employee timesheets and expenses. It supports both automatic and manual timesheet and expense routing. Organizations can utilize their OfficeClip Time and Expense reports for constructive resource management.

Web Issue Tracker

OfficeClip Web Issue Tracker manages the entire workflow of any given issue. It allows users to initiate issues, enhancement requests and assignments to staff, tracking their progress and closing them upon resolution. Security of critical data is protected from unauthorized access by the many safeguards that are in place.

Web Group Calendar

OfficeClip Web Group Calendar is a multi-purpose scheduling application that equips members with the means to create events and then manage and track them with ease. It empowers employees to organize and channel their efforts, thereby rendering the complicated tasks of scheduling, managing and tracking events hassle free. In addition to group events, it also allows management of meetings, proxies and tracking of free/busy time.

Web Document Sharing

OfficeClip Web Document Sharing facilitates user-controlled access to uploaded documents. User controls pre-define the extent of control that each user can exercise. Additionally, OfficeClip Web Document Sharing supports document version control.