Microsoft E-Mail Clients
Fact Sheet
August 1996

Microsoft Corp. is offering multiple e-mail clients to provide its diverse customer base with more choices tailored to their needs. Microsoft provides two distinct paths for the e-mail user:

- Entry level mail client, such as the Microsoft® Exchange Inbox for the Windows® 95 operating system provided free with Windows 95, or Internet Mail and News, provided free with the Microsoft Internet Explorer 3.0 browser

- E-mail productivity applications such as the Microsoft Exchange Client or the Microsoft Outlook™ desktop information manager, available for licensing

    An entry level mail client is a starting point for any user. It provides basic functionality and is appropriate both for the occasional e-mail user or the user who requires only basic core e-mail functionality, typically found in homes or small businesses. An e-mail productivity application provides a broader range of functionality. It is targeted at the heavy e-mail user, typically found in businesses and enterprise workgroup environments. Smooth upgrade paths from the freeware utilities to either Microsoft Exchange or Microsoft Outlook are available.

Product	Target User	Usage	Availability	Description
Windows 95 Inbox (Windows Messaging Service)	Home/consumer Small office/home office	• POP3 users • Home users of 32-bit versions of Windows • Online networks (MSN™, The Microsoft Network, etc.)	August 1995	Free e-mail utility available with Windows 95. Via MAPI, connects to Internet, LAN or other messaging services.
Internet Mail and News for Internet Explorer	Internet users at home, consumers Small office, home office	• POP3 users • Home users of 16- and 32-bit versions of Windows, Macintosh®	August 1996	E-mail and news client utility available on the Microsoft Web site. Also available in Microsoft Internet Explorer 3.0. Will be shipping in future retail and OEM releases of Windows 95. Recommended for standalone users for simple dial-up Internet e-mail and newsgroups. Provides tight integration with Microsoft Internet Explorer 3.0. Connects to Internet standards-based messaging systems.
Microsoft Exchange Web Services (Browser client)	Business	• Users of UNIX® • Roving users • Small desktop clients	Fourth quarter of 1996	Microsoft Exchange e-mail and public folder services, Schedule+ calendaring and eventually Outlook desktop information management services available using a Web browser as the client. Will allow any Web browser to provide limited live read-and-write access to Microsoft Exchange Server data without the need to have the Microsoft Exchange or Outlook client on the desktop.
Microsoft Exchange Client	Business	• Users of 16- and 32-bit versions of windows, MS-DOS® and Macintosh operating systems	March 1996	Microsoft Exchange Server client. Via MAPI, connects to Internet, LAN or other messaging services.
Microsoft Outlook	Business	• Users of the Windows NT® operating system and Windows 95 • Users of Office 97	Fourth quarter of 1996	Microsoft Exchange Server client for Office users. Connects via MAPI to Internet, LAN or other messaging services. Outlook is an upgrade from Microsoft Exchange Client. Available standalone or with Microsoft Office 97.

E-mail client positioning, targets and usage

Business E-Mail Clients: Microsoft Exchange Client, Microsoft Outlook and Microsoft Exchange Web Services

Microsoft is continually improving its products and is providing a spectrum of e-mail clients to suit the individual needs of its customers.

Microsoft Exchange Client

Microsoft Exchange Client, Microsoft Exchange Forms Designer and Schedule+ are shipping today with Microsoft Exchange Server 4.0. Microsoft Exchange Client provides a universal Inbox for access to information sources, rich-text formatting and editing, server-based rules for processing mail, and automatic hot links to URL addresses on the World Wide Web. It also can create Custom Views of information stored in folders, local replication for synchronizing offline folders, integrated remote connectivity, and optional digital signatures and message encryption. Schedule+ integrates group scheduling and personal calendaring as well as task and contact management. Microsoft Exchange Forms Designer enables users to create custom electronic forms for routing and posting information to public folders. Microsoft Exchange Client enables users to take advantage of all the rich messaging and groupware capabilities of Microsoft Exchange Server.

Microsoft Outlook

Microsoft Outlook is scheduled to be available later this year as a 32-bit client for use with Microsoft Exchange Server or any other MAPI-supported e-mail system, including the Internet (SMTP/POP3). Outlook is an upgrade to the Microsoft Exchange Client and Schedule+, and it is scheduled to ship with Microsoft Office 97 (replacing Schedule+ in the Office box) and as a standalone application. Microsoft Outlook is designed to help users with fundamental computing activities, such as organizing information on the desktop, working seamlessly with Microsoft Office applications, and communicating and sharing information with others. Outlook manages e-mail, calendars, contacts, tasks, to-do lists, documents and files on the hard drive. Outlook helps users communicate through e-mail, phone-support and group-scheduling capabilities. Outlook also helps users share information by means of Exchange public folders, forms and Internet connectivity. When Outlook becomes available, businesses will already have the necessary infrastructure in place and will be able to determine the appropriate time to upgrade. Outlook offers a smooth migration from Microsoft Exchange Client (and from Schedule+ 1.0 for Windows 95).

Microsoft Exchange Web Services

The version 4.5 release of Microsoft Exchange, scheduled to be available later this year, will introduce Microsoft Exchange Web Services. Using this Internet server API (ISAPI) technology, users can gain live access to their Microsoft Exchange Server information, which is translated to HTML format so it can be read by any Web browser. This initial version of Microsoft Exchange Web Services is intended to provide functionality for e-mail, public folders and some scheduling. This Web Services functionality will be strategic for businesses in the following situations:

- **Roving or remote access:** Users who are separated from their PC and need to view their personal or public e-mail information remotely but who can use the Microsoft Exchange Web Services to access their Microsoft Exchange Server information securely from any Web-enabled PC.

- **Cross-platform:** Users who require access to Microsoft Exchange Server from a UNIX desktop (Microsoft Exchange Clients for Macintosh and Windows 3.11) and who require simple baseline messaging, scheduling and address book functionality can comfortably use the Web Services for their messaging needs. After acquiring read permissions by specific users of Outlook and Microsoft Exchange, users who do not have an Outlook or Microsoft Exchange-capable system can view information (such as calendars or public folders) of those users of Outlook and Microsoft Exchange.

- **PC limitations:** Users who have limited RAM or hard disk space will find it convenient to use a Web browser for all of their e-mail needs.

  Microsoft Exchange Web Services is a server-based functionality that makes available items from Microsoft Exchange and Outlook folders on Microsoft Exchange Server as HTML pages. The HTML pages of Web

Services will be compatible with any Web browser. The server application that generates the pages requires Microsoft Internet Information Server and benefits from the security functionality of Microsoft Internet Information Server and Windows NT, including user authentication.

Client Decision

At the time Outlook ships, Microsoft plans to continue shipping and maintaining the Microsoft Exchange 4.0 Client for users who do not have a 32-bit version of Windows or who want to phase their migration to Outlook. Moving forward, Microsoft will have a unified client architecture. Therefore, whether customers choose the Microsoft Exchange Client or Outlook, their investment will be protected.

Today, business customers who decide which client to deploy need only consider some basic customer scenarios. Businesses should choose Microsoft Exchange Client and Schedule+ in these cases:

- They are ready to deploy today. Microsoft Exchange Server is shipping now.

- They need cross-platform clients. Microsoft Exchange Client supports Macintosh, MS-DOS, Windows 3.1x, Windows 95 and Windows NT.

- They require identical functionality, not just interoperability, between Windows 95 and Windows NT and other platforms.

Businesses should choose Outlook in these cases:

- They need next-generation e-mail, scheduling and groupware client features, including enhanced view and journaling capabilities.

- They have users of 32-bit versions of Windows, even if other users remain on other platforms.

- Their next major desktop deployment is a 32-bit version of Windows and Office 97.

- They require strong Office suite integration.

Businesses should choose Microsoft Exchange Web Services in these cases:

- They require a less complex Web browser-centric client solution (Microsoft Exchange Server is an Internet messaging system).

- They require a pure, common user interface that extends across all client platforms (including UNIX).

- They do not require the full range of functionality provided by Microsoft Exchange Client or Outlook.

- They have broad roving and "dumb terminal" usage requirements.

Heterogeneous Client Environments

Since Outlook interoperates with Microsoft Exchange Client and does not require a Microsoft Exchange Server upgrade, customers can use a mix of clients within their organization and even on the same server. Customers have told Microsoft that supporting both business clients will be no more difficult than simultaneously supporting two versions of Word or Microsoft Excel. Additionally, Microsoft has worked hard to maintain many of the features and user interface concepts of Microsoft Exchange Client and Schedule+ so users can make optimal use of their knowledge.

Finally, both Outlook and the Microsoft Exchange Client are based on MAPI and Microsoft Exchange Server extensions, which enables them to exchange messages and meeting requests easily, and they work with Microsoft Exchange Server public folders in the same way. All Microsoft Exchange Client extensions, Microsoft Exchange Server rules and custom MAPI forms are compatible with Outlook. Additional ways the two clients maintain compatibility include the following:

- Both use the same MAPI profiles, providers and personal message stores (PSTs). Administrators do not need to recreate MAPI profiles or import messages.

- Both use the same MAPI address books.

- Both take advantage of Microsoft Exchange Server digital signature, encryption and security features.

- Both use Microsoft Exchange Server offline folders for local replication.

- Outlook can display views created in the Microsoft Exchange Client, and Microsoft Exchange Client can display table views created in Outlook.

  - Users of Outlook can build and run Microsoft Exchange Forms Designer custom forms.

Entry Level E-Mail Clients: Microsoft Internet Mail and News Utility

Microsoft Internet Mail and News (IMN) is available as a multiplatform client[1] that provides great performance and tight integration with Microsoft Internet Explorer 3.0. IMN is a simple, lightweight e-mail client optimized for standalone consumers, most of whom use dial-up Internet e-mail and newsgroups rather than traditional LAN-centric e-mail systems or client/server messaging systems. IMN is a part of Microsoft Internet Explorer 3.0 but will also be available for free downloading from the Microsoft home page on the Web (connect fees may apply).

IMN offers access to Internet-standard discussion groups such as USENET as well as POP3 e-mail systems. It features tight integration with Microsoft Internet Explorer 3.0, a simple interface and lightweight performance. It offers significantly more features than other free e-mail packages, including richly formatted e-mail using HTML, automatic highlighting of URLs, simple inbox rules, and auto-signatures.

Because Microsoft Internet Explorer 3.0 offers an open, componentized architecture, users who want to start using Microsoft Internet Explorer 3.0 and IMN and later upgrade their e-mail client to either the Microsoft Exchange Client or Outlook may easily do so.

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[1] At ship time only Windows 95 and Windows NT 4.0-based clients will be available; however, Microsoft is working on Macintosh- and Windows 3.x-based clients, scheduled for availability in the last quarter of 1996.