

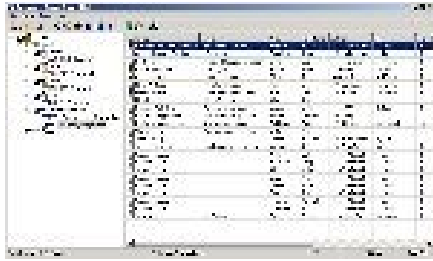


What's New in Commence RM Version 2.1?

Report Writing	Benefits
<p>The Report Viewer and Report Designer features support WYSIWYG report layouts. View and print report designs from any Commence client.</p>  	<ul style="list-style-type: none"> • Lets you take full control over the appearance of a report with enhanced report layout features, including images, lines, and other graphics, making reports easier to read and use. • Reduces the learning curve and implementation effort by using seamlessly integrated reports with Commence. • Delivers true WYSIWYG reporting across various media formats by providing consistent layout for viewing, printing, or exporting. • Shortens the report production cycle via easy-to-use report designer including drag and drop features. • Delivers enhanced report layouts easily using Commence workgroup synchronization. • Enhances sharing of Commence data with others via exported reports in PDF, RTF, HTML, XLS, TIF, and text formats.
Commence Connect for E-mail	Benefits
<p>Commence Connect for E-mail supports E-mail marketing campaigns and electronic literature fulfillment.</p>	<ul style="list-style-type: none"> • Provides in-house, customized marketing campaign generation capability at a fraction of the



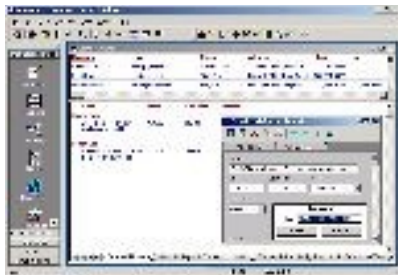
cost.

- Delivers true sales literature fulfillment for one or multiple recipients, using multiple mailing lists.
- Assists organizations in realizing consistent marketing message via public or shared document library including maintainability.
- Satisfies personal mailing requirements via private or local document library.
- Supports multiple document formats including: PDF, Word documents, RTF, HTML, and text.
- Supports creation and delivery of targeted mailings, personalized for each recipient, via mail-merge based on Commence RM data.
- Supports e-mail attachment of multiple document types including: PDF, Word documents, RTF, HTML, and text.
- Promotes and attracts traffic to your web site with dynamic HTML e-mail marketing campaigns.
- Provides unattended mass mailing capabilities via job scheduling.

Enhanced Word 2000/XP Integration

Benefits

Integration with Microsoft Word mail merge feature supports viewing, printing, faxing, and e-mailing documents.



- Expands use of all MS Word document formats with Commence data. Supports merging of Commence images, connections and views with Word, creating more powerful documents.
- Reduces time spent on correspondence tasks via support of printing, faxing, or E-mailing documents directly from Word using contact information in Commence.
- Tighter integration of Commence menu commands with MS Word's menus enhances creation of letters.
- Leverages best-of-breed solution; MS Word for document creation, formatting and merging, Commence RM for information management and mail-merge data feed .
- Delivers faster performance when creating labels or letters for a large number of contacts.
- Supports adding related contact information (such as History or Appointments) to Word documents using the 'Insert Commence View' menu command.
- Delivers integrated and consistent correspondence tracking by easily logging your documents using the Commence menu commands integrated into the Word

	<p>menus.</p> <ul style="list-style-type: none"> • Eliminates wasted time by delivering simple to use proof-reading 'preview' option to ensure documents are correct before printing or sending to customers. • Cuts postage costs and mailing times by including postal bar codes on labels and envelopes.
Enhanced Outlook Integration	Benefits
Outlook synchronization supports Outlook Tasks in addition to Contacts and Calendar data.	<ul style="list-style-type: none"> • Simplifies sharing of Commence To-Dos with Outlook users. • Delivers consistent tracking via Outlook and Commence database task integration.
Other New Enhancements	
<ul style="list-style-type: none"> • Palm Pilot Link supports Activity Type field mapping allowing Date Book and To Do List conduits to synchronize with the same Commence category. • Save as HTML feature supports indirect, connected fields in report and grid views. • Calendar view displays up to 50 appointments in the active calendar mode. • Includes new data manipulation function, @ROUND, for use in calculation field formulas and agents. • Database API enhancements improve access to connection information. • Web Companion supports new services for travel planning. 	
System Requirements	
Hardware:	133 MHz Processor or better

40MB free hard disk space (minimum to install)
CD ROM drive (on at least one PC)
a Windows supported pointing device is highly recommended

Operating System:

Microsoft® Windows XP Professional and Home Edition
Windows 2000® Professional and Server
Windows NT 4.0 Workstation and Server, with latest service packs
Windows® 95, 98, 98SE, or ME

Memory:

for Windows 2000, XP:
☐ 64MB (minimum)
☐ 128MB (recommended)
for Windows NT 4.0, ME, 98, 95:
☐ 32MB (minimum)
☐ 64MB (recommended)