![Mail Manager logo]

# So you've invested in an email management solution...
## What now?

For any software implementation to work seamlessly, it's important to get change buy-in from your employees. So, what actually is Mail Manager? Why have you implemented it? And why is email management even important?

Simply put, Mail Manager helps businesses to manage their emails effectively.

Why are you making this change? Mail Manager will help you get control over your critical correspondence and empower everyone to produce information at the right time. Plus, with machine learning built in its core, you can be sure that every business-critical email is filed into the correct project, client or job folder, as well as email filing best practices are standardised across the business.

> *"With Mail Manager, I can do 3 times the amount of filing. Where I used to spend more than an hour filing 100 emails, I can now file 300 in under an hour, so a third of the time. That makes me more productive and I personally don't get frustrated anymore with this task."*
>
> Nasser Gamieldien, Commercial Director, **GVK**

You'll benefit from the automated filing of both sent and received emails, which results in being able to access all relevant email correspondence relating to a specific project or folder in a central location. And you'll also save time from the time-intensive admin task of filing the mass amounts of emails sent and received.

If complete audit trails, improved productivity, enhanced information visibility and reduced risk is important to you and your business, taking the steps to properly manage important emails is a vital move to make.

## Key benefits:

### Risk reduction
With Mail Manager business can ensure they never lose track of critical email messages and conversations, which reduces the risk of fines and legal disputes.

### Time-saving
Mail Manager hugely reduces the amount of time that employees spend hunting for information, enabling them to find any email on any project in seconds.

### Project deliverability
Project teams can now make better decisions as all the information they need about scope changes, approvals, and key project information is just a click of a button away.

We calculated that implementing an email management solution saves the average employee, who costs their business £15 per hour, a total of **3 hours** per week.
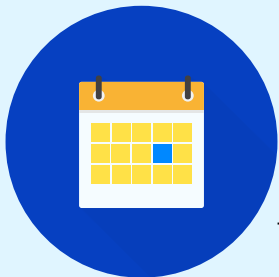
On a monthly basis, that equates to **£180** saved per user.

Therefore, an organisation with 100 users would save £18,000 per month, and a large organisation with 1,000 employees would save £180,000 every month, just by improving their email management processes.

X 100 users
£180
——————
£18,000
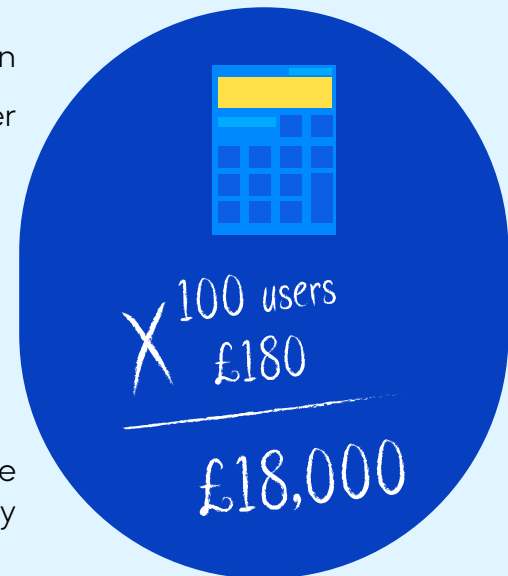
*If you weren't using Mail Manager's search and were using an inbuilt search it could take you hours, if not days to find a particular email.*
*Mail Manager is a priceless asset to us.*
David Price, IT Manager, **Austin-Smith:Lord**

Find out more about what Mail Manager is [here](here).