

Lotus Notes Signatures

Standardize your company signatures easily.

A product of:



Lotus software



Product Features

Create customized email signatures for your company. You control the look and feel for the entire company as well as what to include and whether your employees have the right to update.

Our fully integrated signature works on new emails, replies, and forwards. The product works both online and remote from either the client or the web.



How does it work?

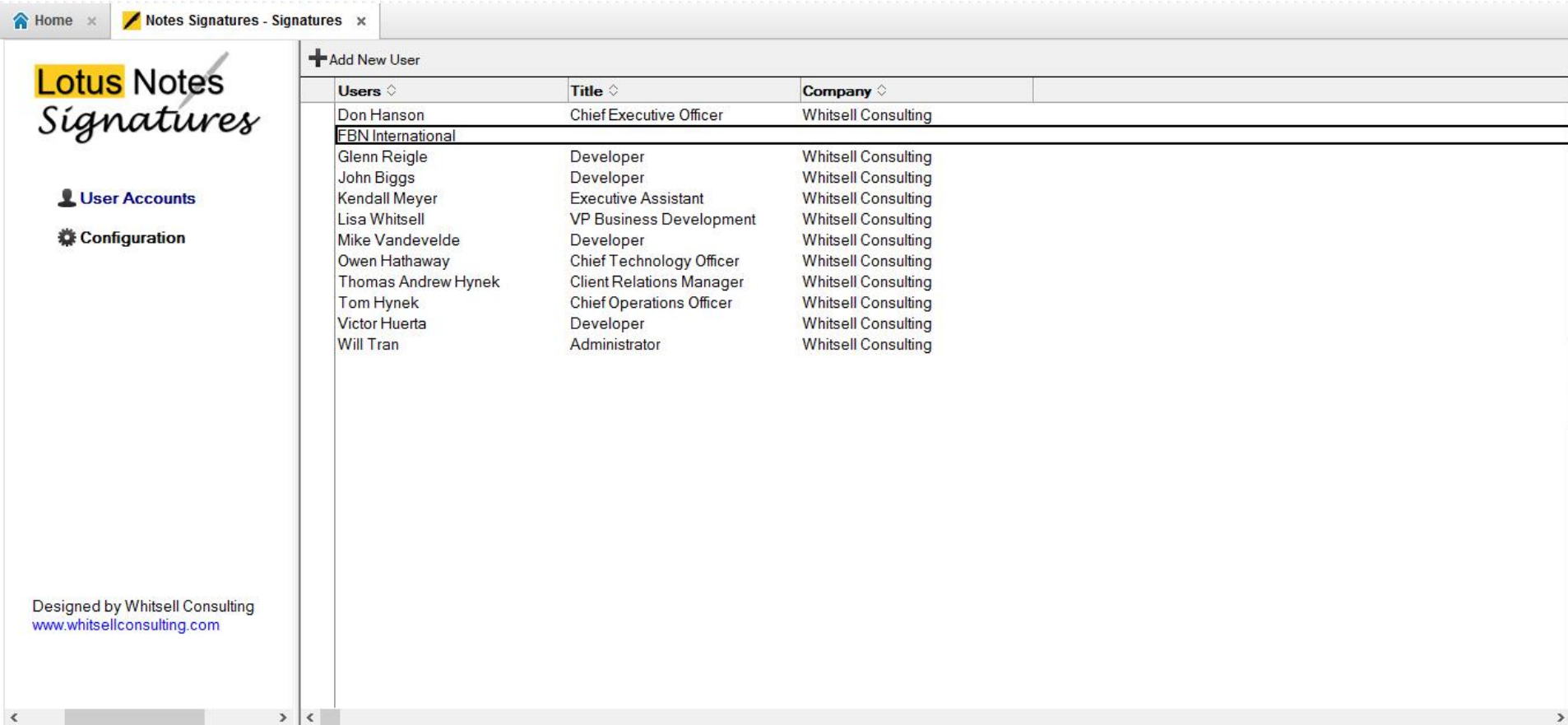
2 easy steps:



- 1.) We send you the pre-designed databases & templates necessary which you then load onto your server.
- 2.) Using the master configuration file you can choose your fonts, colors, fields to include, logo, disclaimer and more. The information can be easily updated at any time and will automatically update every employee.

Back Office View

The Notes Signatures database gives access to add/edit/remove users as well as control the Configuration profile.



The screenshot shows the Lotus Notes Signatures application interface. On the left is a navigation sidebar with the application logo and two menu items: 'User Accounts' and 'Configuration'. The main area is titled '+ Add New User' and contains a table with three columns: 'Users', 'Title', and 'Company'. The table lists several users, all of whom are associated with 'Whitsell Consulting'.

| Users | Title | Company |
|--------------------------|--------------------------|---------------------|
| Don Hanson | Chief Executive Officer | Whitsell Consulting |
| FBN International | | |
| Glenn Reigle | Developer | Whitsell Consulting |
| John Biggs | Developer | Whitsell Consulting |
| Kendall Meyer | Executive Assistant | Whitsell Consulting |
| Lisa Whitsell | VP Business Development | Whitsell Consulting |
| Mike Vandavelde | Developer | Whitsell Consulting |
| Owen Hathaway | Chief Technology Officer | Whitsell Consulting |
| Thomas Andrew Hynek | Client Relations Manager | Whitsell Consulting |
| Tom Hynek | Chief Operations Officer | Whitsell Consulting |
| Victor Huerta | Developer | Whitsell Consulting |
| Will Tran | Administrator | Whitsell Consulting |

Designed by Whitsell Consulting
www.whitsellconsulting.com

User Profiles

The User Account Profile allows the ability to provide contact details for individual employees.

User Account Profile

| | |
|---------------|---|
| Name: | Tom Hynek |
| Title: | Chief Operations Officer |
| Company: | Whitsell Consulting |
| Address: | 59 W. Floyd Ave. |
| City: | Englewood |
| State: | CO |
| Zip: | 80110 |
| Email: | tomh@whitsellconsulting.com |
| Phone(s): | 303-635-0944 Ext. 201 |
| Fax: | |
| Cell: | 303-520-1416 |
| Website: | http://www.whitsellconsulting.com |
| Add'l Line: | |
| Link Tagline: | <input checked="" type="checkbox"/> Enable Link Tagline |
| Text: | |
| Link: | |

Config Profile

Easily choose which fields you would like to show, change the font, include a logo and more. You also have the ability to decide which fields your employees can edit.

Home x Notes Signatures - Signatures x Configuration Profile x

Save & Close Close

Configuration Profile

Company Details

| | |
|---------------------------------|--|
| Company Name: | <input type="text"/> |
| Main Address: | <input type="text"/> |
| Address 2: | <input type="text"/> |
| City: | <input type="text"/> |
| State: | <input type="text"/> |
| Zip: | <input type="text"/> |
| Multiple branches or locations? | <input type="radio"/> Yes <input type="radio"/> No |
| Include logo? | <input type="radio"/> Yes <input type="radio"/> No |
| Placement | <input type="radio"/> top <input type="radio"/> bottom |
| Upload logo: | <p>Please paste the logo for the client signature in the following Rich Text field.</p> <input type="text" value="Insert Web Logo"/> |

Fields & Labels

Fonts & Colors

Disclaimer

Policies & Messages

Mail Preferences

The screenshot shows a 'Preferences' dialog box with the 'Signature' tab selected. The dialog has a title bar with a question mark and a close button. Below the title bar are tabs for 'Mail', 'Calendar & To Do', 'Access & Delegation', 'Basics', 'Letterhead', 'Signature', 'Follow Up', and 'Attention Indicators'. The 'Signature' tab is active, showing a form with the following fields:

| | |
|------------|---|
| Notes Name | Lisa Whitsell |
| Name | <input type="text" value="Lisa Whitsell"/> |
| Title | <input type="text" value="Consultant"/> |
| Company | <input type="text" value="Whitsell Consulting"/> |
| Address | <input type="text" value="231 E. 11th Ave"/> |
| City | <input type="text" value="Broomfield"/> |
| State | <input type="text" value="CO"/> |
| Zip | <input type="text" value="80020"/> |
| Email | <input type="text" value="lisa@whitsellconsulting.com"/> |
| Phone(s) | <input type="text" value="303-635-094"/> <input type="text"/> |
| Fax | <input type="text" value="303-362-7806"/> |
| Cell | <input type="text" value="720-244-6866"/> |
| Website | <input type="text" value="www.whitsellconsulting.com"/> |

Buttons for 'OK' and 'Cancel' are located in the top right corner of the dialog.

The product is fully integrated into your Notes system. The signature tab will appear in your Mail Preferences for individual user updates.

How does it look?

Thank you,

Tom Hynek

Chief Operating Officer

Whitsell Consulting

59 W. Floyd Ave.

Englewood, CO 80110

Email: tomh@whitsellconsulting.com

Phone: 303.635.0944 ext 201

Cell: 303.520.1416

Website: <http://www.whitsellconsulting.com>



Standardize your corporate signatures. Ask us how today.

About Us

Whitsell Consulting is a Colorado based provider of custom web and software solutions specializing in IBM Notes/Domino and XPages. Since 1997 our talented team of developers, consultants, and project managers have worked with clients of all sizes throughout the world. At Whitsell Consulting we believe in “business without boundaries.”

Call us today to receive your quote!

Phone: 303-635-0944

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