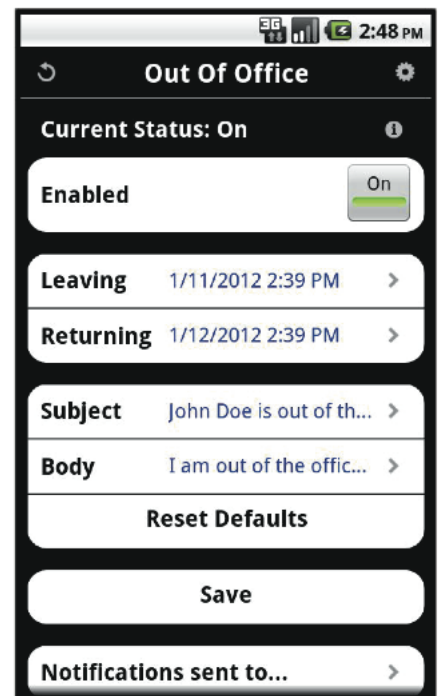
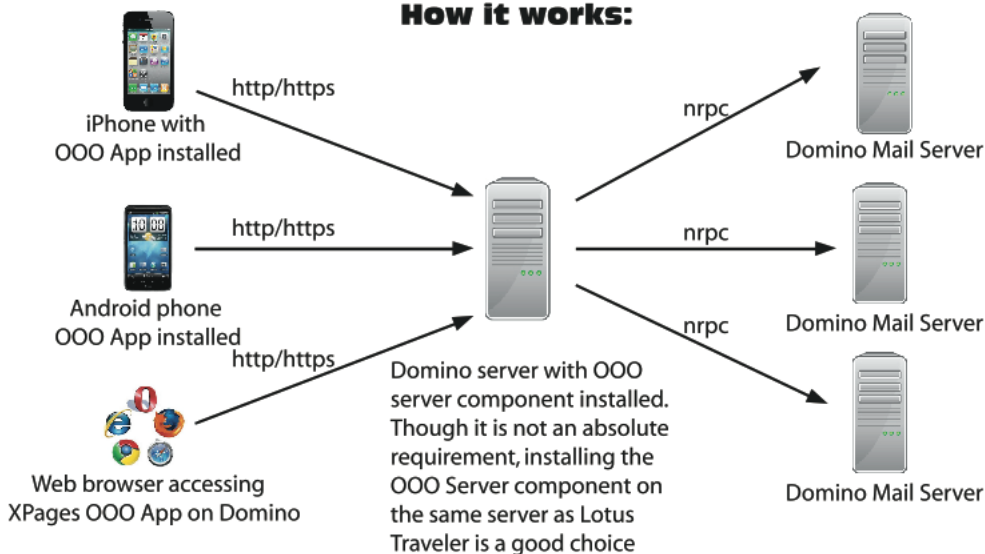


## Forgot to set your Out of Office?

**DOMINO 9 READY**

Have you ever come across a time where employees forgot to set their "Out of Office" notification before going on a business trip or on a vacation? Have unexpected events affected their trip schedule and they need to revise the duration of the "Out of Office" notification? With an iPhone or Android smart phone, now users can set their Out of Office notification with the use of Extracomm's new native "Out of Office" mobile application. With Extracomm's "Out of Office" Manager web application, allow employees to use any web browser to set their "Out of Office" notification remotely or have them call the company helpdesk to quickly and easily enable it on their behalf. The "Out of Office" Manager ensures complete mail database confidentiality and security since it does not require direct access to a user's mail database in order to activate the "Out of Office" notification.

### How it works:



### Out of Office

As an administrator, you can select to edit your own Out of Office profile, or edit the profile of another user.

**Select User**

Username:

---

**Out of Office for John Doe/Extracomm**

Current Status: ON

Enable:  On  Off

Leaving:   Specify hours

Returning:

Subject:  (returning 1/12/12 2:39 PM)

Append return date to subject

Body: I am out of the office from 1/11/12 2:39 PM until 1/12/12 2:39 PM.

Additional body text:

Download a free trial version at [www.extracomm.com](http://www.extracomm.com)