



## **Email and Communication Setup**

**Is your business using personal email and scattered tools? Get one clear, secure system for email, chat, calls, and calendars.**

### **Problems we solve**

- **Personal emails for business that look unprofessional**
- **Emails spread out across accounts and devices**
- **Hard to find important messages or attachments when you need them**
- **Missed messages or delays because communication is scattered**
- **Different tools for chat, calls and email causing confusion**
- **Difficult team sharing of calendars, tasks and documents**
- **Worry about email security and losing sensitive information**
- **Low productivity from switching between apps and hunting for information**

### **What we set up for you**

- **Business email on your domain for a professional look**
- **Central inbox so all team emails are in one place**
- **Shared calendars and tasks to schedule and track work easily**
- **Integrated chat and calls so teams can message or call without extra apps**
- **Organised folders and search to find messages and attachments fast**
- **Email backup and recovery to prevent data loss**
- **Security and spam protection to keep client data safe**
- **Access controls to give the right people the right permissions**

### **Benefits for your team**

- **Work faster with fewer missed messages**
- **Communicate clearly using one simple system**
- **Save time by sharing calendars and documents easily**
- **Stay secure with business-grade protection**
- **Look professional to clients with branded email addresses**



### **Ready to simplify your email and communications?**

Get a free check and quick quote. Call or email us today to set up secure, easy business email and teamwork tools.

**Clear. Secure. Connected.**

### **Contact us**

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