MEMBERSUITE OUTLOOK365 ADD-IN

The MemberSuite Outlook 365 Add-In bridges the gap between your Outlook Inbox and MemberSuite CRM. Search MemberSuite to pull email addresses from your Individual and Organization contacts to compose and send emails directly from Outlook. The email record is then recorded on the MemberSuite contact or organizational records.

HIGHLIGHTS

⊘ **Seamlessly Track Email Activity.** Send the content of outgoing and incoming email messages from Outlook to MemberSuite. The email message displays as an activity within that individual's record allowing you to keep track of relevant communications without needing to sift through or rely on your Outlook inbox.

⊘ **Sophisticated Filtering For Committees.** Easily send emails to all or some of your committee members. Search for committee members based on name and position for one or more committees. Email addresses pulled from MemberSuite can be combined with manual email addresses entered in Outlook.

MICROSOFT REQUIREMENTS

In order to use an Outlook add-in, Microsoft requires that you have a license for Outlook 365 or an on-premise hosted Outlook exchange server (Office 2016 or later). At this time free versions of Outlook do not support the ability to install add-ins.

Outlook imposes some limitations on client system requirements for their Add-Ins which can be found in more detail on their website **here.**