

# OpenText GroupWise

Fast forward to the newest, freshest technologies GroupWise offers while retaining the security, reliability, cost-effectiveness, and interoperability customers know and love

## Key benefits

With OpenText GroupWise, you can:

- Deploy a comprehensive, efficient, and scalable collaboration platform that meets the productivity demands of today's agile enterprise.
- Enhance the user experience with a dynamic, flexible interface that adapts to user work patterns, offering unparalleled flexibility for automated responses and on-the-fly decision-making.
- Leverage the cost effectiveness of the cloud while providing on-premises levels of security and compliance control.
- Support the device choices of a diverse user population.
- Streamline administration: A single admin can manage up to 10,000 accounts.

## Product highlights

OpenText™ GroupWise 18.5 is a comprehensive personal productivity solution that meets the needs of everyone from end users and business decision makers to the IT staff that enables their success. It provides a secure, reliable home base for workforce productivity with enhancements that boost both user and IT productivity. With a seamless experience between desktop and mobile devices, users can work anywhere on any device while IT manages the platform remotely without being tied to a desktop.

### Key features

OpenText GroupWise provides a calendar, modern email, messaging, contact management, and scheduling for desktop and mobile devices, boosting productivity for users and IT admins.

### For users

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|---|---|
| <b>Device support</b>                       | OpenText GroupWise supports any device, including Windows®, Mac®, and Linux®.   |
| <b>OpenText GroupWise Mobility Service</b>  | Synchronizes activity between desktop and mobile devices for a seamless experience  |
| <b>Web client interface</b>                 | Use an agnostic interface that's designed to run on modern desktop, tablet, and mobile devices.   |
| <b>Interoperate with Microsoft Exchange</b> | Synchronizes address books and busy searches across both OpenText GroupWise and Microsoft® Exchange.  |
| <b>Interoperate with Apple</b>              | Supports Mac Mail from the GroupWise console. Support for CalDAV and CardDAV enables Mac users to use their native Mac Calendar and Mac Contacts.   |
| <b>File integration</b>                     | Allows users to share files instead of attaching documents to email messages. Ensures users always have the latest versions of their documents and saves storage space on email servers and desktops. |
| <b>Quick responses</b>                      | Offers predefined or custom responses that users can click to effortlessly respond to email.  |

## Key features

### For users

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| <b>Propose new time</b>                  | Offers users the ability to suggest other times and dates for proposed meetings. Combined with busy search, this feature allows users to cut down on the back-and-forth of finding a time that's workable for everyone.  |
| <b>Event invitation proposals</b>        | Recipients of event invitations can invite other participants to meetings, ensuring that all essential personnel are included in events.   |
| <b>Automated proxy</b>                   | Auto Remove Proxy Access and Proxy Calendars eliminate the need to manually remove deleted proxy user accounts. OpenText GroupWise periodically checks proxy lists to see if users are still in the system. If a user account isn't in the system, the client automatically removes the user and sends notification when users open their proxy lists. |
| <b>Mail merge</b>                        | For bulk email processing, mail merge can accommodate mass email needs.  |
| <b>Alternate "from" address</b>          | Users can select which "from" address they would like to add to their outgoing messages.   |
| <b>Folder colors</b>                     | Users can assign colors to quickly identify folders and calendars.   |
| <b>Emoji support</b>                     | Users can convey emotion to a statement or sign off with emojis in the Windows client.   |
| <b>Signatures</b>                        | Windows client can now create and edit multiple signatures in both text and HTML options. Users may select which signature to use at send time.  |
| <b>Contact management</b>                | An enhanced address book allows users to add and remove addresses from their personal address books.   |
| <b>Multi-item view</b>                   | Users may now open multiple messages at a time to either read or compose within the web client on a supported desktop browser.   |
| <b>Global signatures</b>                 | Users can configure and add a global signature to all messages.  |
| <b>Print support</b>                     | Messages are rendered and printable right from the desktop and, where supported, some mobile devices.  |
| <b>Resend and retract</b>                | A prominent feature that has been available through the Windows client is now available for the web client. Users may retract items they have sent and can resend a previously sent item.  |
| <b>Personal and shared address books</b> | View and modify a user's contact information in personal and shared address books. Export personal address books.  |
| <b>Shares</b>                            | Manage a shared folder, calendars, and address book.   |
| <b>Categories</b>                        | View and modify user categories.   |

## Resources

[Learn more >](#)

### Key features

#### For Admins

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|------------------------------------|---|
| <b>Consolidated experience</b>     | Administrators can manage both OpenText GroupWise, Messenger, and Mailbox Management tasks from the same console.   |
| <b>Secure collaboration</b>        | Support for Active Directory and KeyShield SSO allows users to bypass the GroupWise login process. This adds convenience and security, as users only need to remember a single password.                            |
| <b>Multi-factor authentication</b> | Enforce more than a single password when using OpenText Advanced Authentication.  |
| <b>Reply formatting</b>            | Admins can add header information to messages. This is helpful for archive compliance solutions. These features have been present on the Windows client for some time but have now been extended to the web client. |

#### New in 18.5

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| <b>Travel time</b>                                   | Add selected amounts of time around an appointment to account for travel or preparation.                       |
| <b>Zoom integration</b>                              | Generate a Zoom meeting URL directly in the Windows client.  |
| <b>Intelligent scheduling</b>                        | Create a group of resources and the client will automatically choose an unoccupied date and time for everyone. |
| <b>Mailbox Maintenance (proxy, rules folders)</b>    | Improve the maintenance of Enterprise Messaging and Mailbox Maintenance license holders.                       |
| <b>Create/Rename/Delete address books</b>            | Enjoy extended features for the Web client address book.   |
| <b>Edit calendar items/ Duplicate all item types</b> | Edit calendar items and duplicate any item in the web client.  |
| <b>Name completion improvements</b>                  | Web client enriches user information with additional details when users perform name completion searches.      |
| <b>Improved read item controls</b>                   | Adds a toolbar to the “read” item window that gives users the same controls as they get in the preview panel.  |
| <b>Forward as attachment</b>                         | Web client can now forward messages as an attachment.  |