

XELOS 7 Versions and Apps As of April 2018

XELOS

Team collaboration - within a few minutes ready in the cloud!

from 5 to 100 users

Collaboration in small teams

e.g. for departments, research groups, associates & start-ups

already preconfigured

Hosting: in the cloud – get started!
Alternatively, as a download version on your server

XELOS PRO

Your individual corporate and community solution - customized to your requirements

from 20 to 50.000 users

Collaboration, Communication and Networking in teams, companys und communitys

e.g. for medium to large enterprises, agencies, educational institutions, associations & publishers

individually configurable

Hosting: on-premise or in our data center

Available Apps

	XELOS	XELOS PRO
System		
User administration and app administration	☑	☑
XELOS App for iPhone and Android	☑	☑
Extended administration and management functions, e.g. user groups		☑
Integrated system statistics		☑
Stay up to date		
Activity-Stream	☑	☑
* Activities are presented and can be commented in real-time. This allows you to follow groups and documents any time		
* Users can post new status messages		
News	☑	☑
* Users can create news-posts using the WYSIWYG editor and publish them to any category with different access rights so that only authorized participants can read and comment the posts		
* News-posts are archived permanently and chronologically		

	XELOS	XELOS PRO
Portal <ul style="list-style-type: none"> * The users can customize their portal page with easy to use portlets to fit their personal information needs * Design and arrangement of portlets can be changed per drag and drop. 	☑	☑
Member-/ Employee directory <ul style="list-style-type: none"> * The system administrator can customize all fields in each profile choosing from over 20 field types * The user decides which fields he fills out and can upload a profile picture 	☑	☑
Micro-Blogging <ul style="list-style-type: none"> * Every user can create and edit blogs by using the WYSIWYG Editor 	☑	☑
Likes & Mentions <ul style="list-style-type: none"> * Tell your coworkers that one of their contributions or documents was very helpful to you by using the like function. * Make use of the new mentions function to mention colleagues in comments and status updates in order to point out relevant files and events to them. 	☑	☑
Custom homepages <ul style="list-style-type: none"> * We are happy to create a customized homepage for you, which can consist of static and dynamic content 		☑*
Create and share content		
Wiki <ul style="list-style-type: none"> * Each user can create and edit wiki pages using the WYSIWYG-editor. The pages are shown in the wiki-index and users may insert pictures or file attachments. * Using automatic versioning, changes to the posts are verifiable at any time. 	☑	☑
Notes <ul style="list-style-type: none"> * Each user can create HTML notes within the DMS * Using the notepad, the text can be quickly created and easily formatted 	☑	☑
Document Management (DMS) <ul style="list-style-type: none"> * Files and documents can be created in any file folder with the appropriate access rights and can be centrally managed. * The versioning of documents in connection with the XELOS Office Integration make an almost parallel editing of documents possible without data loss. 	☑	☑
Content Management System (CMS) <ul style="list-style-type: none"> * Convenient customization of the page layout adding predefined components, using templates and custom apps. 		☑

	XELOS	XELOS PRO
<ul style="list-style-type: none"> * Each content page can be designed individually 		
Documents based on templates		☑*
<ul style="list-style-type: none"> * We are happy to create document templates for frequently used files according to your specific requirements 		
Communicate		
Messenger / Chat	☑	☑
<ul style="list-style-type: none"> * Internal messages are displayed in a small pop-up, where incoming and outgoing messages are retained in a messenger history. * Messages are displayed chronological with identification of the sender and recipients 		
Forum	☑	☑
<ul style="list-style-type: none"> * Selected moderators manage threads inside the forum with different access rights per category. * Threads can be easily created and commented in the WYSIWYG-editor in which citations are supported. 		
Idea management	☑	☑
<ul style="list-style-type: none"> * Engage your employees actively in decision-making by collecting ideas and evaluating them together. * In addition, a function for rating categories also helps with answering of common questions. * The best answer to a question can now be easily defined and highlighted for all. 		
Comments	☑	☑
<ul style="list-style-type: none"> * News-posts, tasks, status messages etc. can be commented by the users in real-time. 		
Trendvote	☑	☑
<ul style="list-style-type: none"> * Simple surveys can be created with the Trendvote module. Choose between single and multiple selections and schedule surveys. 		
Newsletter in Groups	☑	☑
<ul style="list-style-type: none"> * Inform your group members easily and quickly about relevant events using the integrated newsletter feature * Recipient lists can be generated from the members list, from CRM records or external recipients can be added manually. 		
Collaboration		
Project Groups	☑	☑
<ul style="list-style-type: none"> * Open or closed project groups can be created, and the group's content and work can be organized inside the various apps. * Invite colleagues to project groups to have all relevant people and know how in one place * The access rights within the group can be granted for individual apps, security roles and contents. 		

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Calendar with appointment coordination	☑	☑
<ul style="list-style-type: none"> * Appointments can be created in a structured user interface and date, descriptions, availability status and reminders can be selected. * Different calendar views provide an overview of upcoming events. * Users can subscribe to public and group calendars, the appropriate calendar exported and synchronized. * With the appointment coordination you will quickly find the best possible appointment with colleagues and external partners. 		
Task Management	☑	☑
<ul style="list-style-type: none"> * Each employee can create and manage tasks within structured task lists. * The sharing and organizing of task lists with the help of priorities and deadlines is simple and clear. 		
Invite external users and work with them	☑	☑
<ul style="list-style-type: none"> * Invite external project members and stakeholders into your project groups and adjust the access rights according to your wishes. 	☑	☑
Share folders with others	☑	☑
<ul style="list-style-type: none"> * Use shared folders in the DMS to allow external partners and clients access to your files. 	☑	☑
Event Management		☑
<ul style="list-style-type: none"> * Events can easily be created and organized: send invitations, set a deadline for registration, sell tickets and maintain participant lists. * Events are displayed in the calendar and subscribed. 		
Workflow Engine		☑*
<ul style="list-style-type: none"> * Create and edit individual workflows to match your internal processes * Select from several predefined actions like sending email notifications, getting user input, responsibilities and much more 		
Personal Address Book		☑*
<ul style="list-style-type: none"> * With the help of the address book users can manage their personal contacts and introduce them to each other. * Users can determine the individual data sharing settings for each contact. 		
CRM – Customer Relationship Management		
Relational databases		☑*
<ul style="list-style-type: none"> * Relations between different types of contacts can be easily mapped * Contact data can be easily created and maintained in customizable data fields. 		

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<p>Reports and campaigns</p> <ul style="list-style-type: none"> * Existing records can be evaluated with the help of reports and campaigns. 		✔*
<p>Forms</p> <ul style="list-style-type: none"> * Use our form editor to map frequently used processes and workflows, such as: orders, applications or surveys. * Extensive form fields such as checkboxes, dropdown and text fields, file attachments and much more allow each form to be adapted to your requirements and, if desired, linked to the corresponding workflow 		✔*
<p>Dashboards</p> <ul style="list-style-type: none"> * Individual CRM dashboards provide you with the most important information at a glance: e.g. current sales figures, open offers, new leads or even the number of your website visitors. 		✔*
HRM Processes		
<p>Travel expense accounting</p> <ul style="list-style-type: none"> * Expenditures incurred for business travels can be automatically transferred and released by the HR Manager * The status of the travel expense requests can be tracked by each employee on the travel expense app. 		✔*
<p>Application for leave</p> <ul style="list-style-type: none"> * Applications for leave can be created and submitted via a form. * The leave entitlement is digitally updated and displayed to employees. An employee can also always withdraw an application for leave. 		✔*
<p>Time registration</p> <ul style="list-style-type: none"> * The employee manages his time account based on his fixed weekly working time by assigning working time to the current projects. This supports a project-based allocation of working time. * The time account can be submitted monthly whereby the target and actual working time is always kept in mind. 		✔*
<p>Digital personnel file</p> <ul style="list-style-type: none"> * In the digital personnel file all relevant information of employees including time account, leave requests, travel expenses, etc. can be stored and displayed. 		✔*

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Interfaces / API		
Mobile view for access via smartphone	☑	☑
Dropbox & Google Drive Integration	☑	☑
REST APC and SOAP interfaces		☑
WebDAV		☑
* Your own data can be accessed as on an online hard drive via explorer when a WebDAV access was set up.		
MS Office Integration (XOI)		☑
Active Directory / LDAP		☑
Elasticsearch [Beta]		☑
Zapier – Integration [Beta]		☑*
Hosting and Configuration		
Hosting: in the XELOS-Cloud	☑	
Hosting: on dedicated XELOS-Servers (optional)		☑
Hosting: operating on own server / client server	☑	☑
Configuration	Preconfigured	Individual
Extensibility: individual apps		☑
Support		
English-speaking Standard Support (included in rental license)	☑	☑
English-speaking Enterprise Support (optional)		☑*

☑ *: XELOS Pro can be customized and extended by additional apps. These apps are available individually or in solution packages and are not part of the XELOS Pro license. In some cases additional adjustments to the customer server may be required.