

Modern tools to keep your team connected and productive

How to equip your team for success



Teams don't connect personally and share ideas enough these days, especially as more teams become dispersed and travel budgets remain minimal. This disconnect can significantly affect the quality of work that gets done and the time required to complete it.

For too long, rigid collaboration tools have held us back from doing our best work, no matter our location. The phone and email are inefficient and lead to confusion and wasted time, but no one will adopt a more advanced tool if it's difficult to use. What's left is a world where it's hard for remote teammates to effectively collaborate and produce without constant meetings.

The modern answer to effective collaboration between dispersed team members is a comprehensive set of tools, tools that are easy to use both on their own and together. Citrix collaboration tools offer solutions to an array of collaboration requirements, including meeting online, sharing and accessing large files and keeping track of projects and people—all while seamlessly working together.

Meeting online with GoToMeeting

To effectively work together, your team needs to be able to communicate at any given time. Getting everyone into the same conference room is usually expensive or inconvenient, or both, so more and more businesses are taking meetings online. High-definition video conferencing from GoToMeeting allows your team to meet online and talk as if you were in the same room. With just a click or a tap, you get the non-verbal communication and relationship building of in-person meetings without the inconvenience of expensive travel costs or relocating to the office. GoToMeeting offers these business features to enhance your online meetings:

- HD video conferencing on your PC, Mac or iPad
- Mobile apps so you can attend meetings from your Android, iOS or Windows device
- Recording function to save your meeting content for future reference
- Screen sharing and on-screen annotation tools to replicate the in-person meeting experience
- Integrated VoIP and toll-based audio conferencing with the option of adding [toll-free and international toll-free numbers](#)

Sending files securely with ShareFile

Inevitably your team shares, revises and reviews documents across the group, and chances are you do a lot of that sharing through email or, for larger files, consumer file-sharing tools. And that means your files and data are not being sent securely.

“Our dispersed workforce really needed remote collaboration tools to keep up with what everyone is working on. We were happy to find GoToMeeting for interactive online meetings and Podio for centralized project management. And they work together—for example, I can launch a GoToMeeting session from Podio.”

*Carl Patterson
Senior User Experience
Engineer
Demand Energy
Networks, Inc.*

ShareFile is as easy to use as consumer-grade file-sharing tools, but its security is IT-department-approved. It also includes these robust business features:

- Secure sharing and syncing for files up to 10 GB
- Automatic desktop sync and data backup between the folders on your desktop and your ShareFile account in the cloud
- Custom-branded web portals for clients, vendors and other external partners to securely access and share files
- Confirmation messages of received files with extensive tracking options
- Microsoft Outlook plugin to send and request files directly from your inbox
- Mobile apps for iOS, Android, Blackberry and Windows Phone tablets and smartphones

Keeping track of people, processes and projects in Podio

Think about the programs and documents you use to keep track of people and projects for your team—there's probably a host of them that you regularly reference scattered around your company's server. Moving these processes and documents to the cloud is how modern managers keep track of their teams and projects.

Podio is the social work platform that unites your team, data and processes in one place. Rather than working in spreadsheets to keep track of your project statuses and sending meeting notes and slide decks through email, all of your team data can live in one online environment for the team to access and update whenever they need to. Podio organizes teams into workspaces and then allows teams to build custom apps for housing their data and processes there without any technical know-how necessary. Building an app is a matter of dragging and dropping, no coding or advanced technological skills necessary. Additionally, Podio integrates with ShareFile, so large files can be hosted and shared within the Podio environment. To make your team even more effective, Podio also features these business functions:

- Private and customizable workspaces so your team can manage everything from finance reports to CRM and sales leads
- Task management and the ability to assign tasks to other teammates
- Integrated instant messaging for quick updates between team members
- Mobile apps for iPhone, iPad and Android so your team can access and upload data, communicate and update project statuses from anywhere
- Ability to share select projects with external partners

For client meetings and meetings with global stakeholders, toll-free and international audio options make accessing the meeting easy and convenient for your participants. To learn more about adding audio options to your GoToMeeting account, [contact sales](#).

Working together with Citrix collaboration tools

Working together these days is about being able to meet easily as a group, securely share documents and monitor team data in a private, cloud-based environment. Your meetings, files and processes belong in the cloud, because that’s how modern, dispersed teams get things done. To learn more about GoToMeeting, ShareFile and Podio, visit www.citrix.com.

Resources for achieving business agility

For more white papers, case studies and on-demand webinars, visit news.citrixonline.com/resources.

For best practices, company announcements and research about modern work styles, please visit the GoTo Blog at blog.citrixonline.com.

“ShareFile gives me the ability to put tools in the hands of novice computer users and allow them to easily send / receive large files and secure files. In the hospital environment, it makes the compliance officer (me) feel much more at ease.”

*Steve Taylor
Anderson Regional
Medical Center*



Citrix Partner

A Cloud For You, LLC
<http://www.acloudforyou.com>
info@acloudforyou.com
 9196246112



North America

Citrix Online, LLC
 7414 Hollister Avenue
 Goleta, CA 93117
 U.S.A.
 T +1 805 690 6400
info@citrixonline.com

Europe, Middle East & Africa

Citrix Online, UK Ltd
 Chalfont Park House
 Chalfont Park, Gerrards Cross
 Bucks SL9 0DZ
 United Kingdom
 T +44 (0) 800 011 2120
europe@citrixonline.com

Asia Pacific

Citrix Online, AUS Pty Ltd
 Level 3, 1 Julius Avenue
 Riverside Corporate Park
 North Ryde NSW 2113
 Australia
 T +61 2 8870 0870
asiapac@citrixonline.com

About Citrix

Citrix (NASDAQ:CTXS) is the cloud company that enables mobile workstyles—empowering people to work and collaborate from anywhere, easily and securely. With market-leading solutions for mobility, desktop virtualization, cloud networking, cloud platforms, collaboration and data sharing, Citrix helps organizations achieve the speed and agility necessary to succeed in a mobile and dynamic world. Citrix products are in use at more than 260,000 organizations and by over 100 million users globally. Learn more at www.citrix.com.

©2013 Citrix Online, LLC. All rights reserved. Citrix, GoToAssist, GoToMeeting, GoToMyPC, GoToTraining, GoToWebinar, Podio and ShareFile are trademarks of Citrix or a subsidiary thereof, and are or may be registered in the U.S. Patent and Trademark Office and other countries. All other trademarks are the property of their respective owners.

Android is a trademark of Google Inc. Mac, iPad and iPhone are trademarks of Apple, Inc., registered in the U.S. and other countries.