



What Directors say about Ideagen Mail Manager



“ Good email management is dynamite, and contributes to ensuring we have good and timely records of what has taken place.

- Jon Carter, Commercial Director, Torison

Directors and business leaders want to deliver profitable work, mitigate risk and ensure information is accessible across the business. A leader's worst nightmare is having to have an awkward conversation without the relevant information to hand.

Ideagen Mail Manager ensures everyone in the business is the most organized member of staff, ultimately providing you with peace of mind. You'll be able to produce all emails across any project or client within three clicks, you'll ensure consistent and complete record keeping and document management, and you'll reduce the amount of admin time required looking for critical information.

Don't believe us?

Here's what other Directors and business leaders say about Ideagen Mail Manager.



When email chaos creates business risk

For directors, the risk isn't just disorganization, it's legal exposure, compliance failure and lost trust. When inboxes become evidence vaults, Ideagen Mail Manager gives you control before the fallout.



What Directors say about Ideagen Mail Manager

ANSELL + BAILEY

“

It seemed like the perfect solution, as it lets us categorize emails and file efficiently to suit our quality assurance systems and project filing structure.

Being able to use Ideagen Mail Manager's search function has improved our filing system immensely. Even if items are accidentally misfiled through human error, they are always retrievable. It has also helped reduce our carbon footprint – all our paper filing has been eliminated, and the system meets the criteria of our environmental quality assurance ISO systems. It is a cost-effective way of organizing our email filing.

Ideagen Mail Manager is a great, cost-effective email management system that is user-friendly and easy to implement and integrate with all of your other office management tools.

- Belén Francos-Taylor, Director, Ansell & Bailey

What Directors say about Ideagen Mail Manager

enstruct

“ The ability to have a single repository of all the emails on various projects with incoming and outgoing is critical.

You’re at risk without Ideagen Mail Manager. The functionality of the search and the ability to file emails makes life so much easier. Other systems just don’t have the same level of search functions.

In my mind, for any organization that is bigger than half a dozen people, you have to have a system that can be shared organization-wide, accessible by all, in order to see any and all of your project-related correspondence, both incoming and outgoing. I just don’t understand how you can have a QA system otherwise.

How can you have good document control and allow any of your team members to access relevant information if you don’t have a robust and easy to use filing system?

Unlike other, clunky solutions, Ideagen Mail Manager is literally up and running in 2 minutes. Additionally, it’s a very quick job to get new users trained.

- Tim Boulton, Director, enstruct

What Directors say about Ideagen Mail Manager



“ Having tested Ideagen Mail Manager across the practice we decided that it provides a simple, robust and effective means of dealing with email. For some time, we have been very aware that email is both a critical communication medium and record-keeping problem. A couple of years ago we decided that we needed to have a better way of keeping email in a job-based filing system. We used MS Outlook Public Folders to do this in the first instance, but this was never considered to be a satisfactory solution. As part of our ISO 9001 QA research, we recognized that it is very difficult to manage email and to ensure that copies of all critical email are actually stored correctly. Along with this, multiple copies of emails were being stored, which makes the finding of email a bit more complicated when searching back for historical documents.

- Colin Usher, Director, John McCall Architects Ltd.

What Directors say about Ideagen Mail Manager



“ Ideagen Mail Manager is an unsung hero, which has saved our bacon numerous times, where we have managed to locate emails quickly as evidence of what the client has said, sometimes years ago.

The teams found it easy to implement and simple to use straight away. As the number of teams at Ardent continues to grow, each new employee starts with Ideagen Mail Manager on their PC and as part of their induction is shown how the internal filing system works. They are up and running quickly, consistently filing their emails into one central location with minimal effort and complying with QA requirements.

The extremely powerful search tool, allows individual member of the teams to search every single filed email no matter who sent or received it, sometimes going back over several years. Vital project information can be quickly found for getting fast responses to compliance and client requests.

- Steve Burton, Associate Director, Ardent Consulting Engineers

What Directors say about Ideagen Mail Manager



“

Ideagen Mail Manager gives us the knowledge that important information is where it needs to be and has added a degree of peace of mind. I'm now not exposed in the way that I was in the past.

Quite often there will be a long lag in communication with the owner over an issue, and we may have had a change of personnel. So, having somewhere the team can go and search and find the history of an item is really important because then they can gain this peace of mind as well.

If you need a more detailed search, you can always pull up the powerful Ideagen Mail Manager search, which gives you alternatives for how you can investigate items, and that's really helpful.

Ideagen Mail Manager basically organizes your communication in a centralized location. Being disciplined about how people manage their emails is key for me as a business manager, and I think it's a vital element to having a successful business.

- Mark Larson, Managing Director, Brighter Green Engineering

What happens when people leave?

Projects continue.

People move on.

But if your knowledge walks out the door with them, you're in trouble. Ideagen Mail Manager makes sure nothing gets lost no matter who leaves the business.



What Directors say about Ideagen Mail Manager

5plus architects

" Ideagen Mail Manager is just part of the DNA at 5plus. All the drawings, all the letters and all the emails sit together in one place. That's one of the benefits of Ideagen Mail Manager, being able to take the hassle out of 'where do I file this?'. Ideagen Mail Manager does it for you and I know exactly where everything is. Now and again if you do ever end up in a legal situation where someone says 'I was never sent this', even if the email you're looking for is six email inboxes away from you or you've never directly had contact with the person you need to find an email for, you'll be able to find it in seconds.

- Adam Thornton, Founding Director, 5plus architects



" Not one email is left. That's our rule." If I need an email that I know someone has sent but I wasn't copied on, I don't have to wait for them to wake up to find it. I can just go to the search tool and find it. Without that functionality, I'd lose a lot of time. One employee would spend one hour per day for two weeks trying to manage a full inbox, which equates to around \$1,500 - which would be doubled for a Director. Ideagen Mail Manager removes this potential loss by ensuring emails are immediately filed to the appropriate server location.

- Cameron Vella, Founding Director, enspire

What Directors say about Ideagen Mail Manager



“

We have a lot of projects where people work independently, but also many where they work collaboratively. When someone was on annual leave, or they were away from the office on-site, for example, it became an issue where colleagues would have to drill into the files they were working on and try to establish what was happening. We knew we needed a system quite quickly.

We predominantly work in a consultancy capacity, so our communications are almost exclusively via email. People also contact us all the time by email with requests, bids and cost proposals; however, our filing system was struggling to keep pace.

Saving an email was done manually, with the email given a name that would make it searchable later. It knocked out too much of our technical time, and productivity and profit suffered as a result. It became apparent that we really needed to get that sorted to create a more fluid system with our heritage consultants and the tech stack all working together.

From a business perspective, every single person we've had worked for us has commented how good Ideagen Mail Manager is. It's totally improved the speed we can work at, the ability to give more accurate answers to clients, and we can easily identify comms that have happened when a member of the team is away from the office. It's a fantastic system.

[CONT...](#)

What Directors say about Ideagen Mail Manager



I think the main benefit is having the ability to scan through various folders or files and quickly see what has happened. We have saved hours per week moving away from a totally manual system to basically being able to click a button now and have the answers we need at our fingertips. Plus, our communications are always in the right folder and can be recalled by any team member quickly – from a business perspective, you can't get better than that. The fact that you can file into multiple folders at once and can choose to save with or without attachments are both incredibly helpful for us too.

Ideagen Mail Manager creates an easily accessed archive system. For us, it fulfils some of the data storage and archiving standards set out by ClfA, which helps ensure the accurate storage and retrieval of relevant data. While most of the information saved is day-to-day comms, it also includes project-specific information, consultation comments, and discussions with various stakeholders. Ideagen Mail Manager can also be organized to allow attachments to be saved or removed, and we can also file multiple emails at once or in multiple locations. It really expedites how we work but allows a strong archival and retrieval system, which we never had before.

- Andy Buckley, Managing Director, AB Heritage

Get your time back

Filing emails shouldn't be a job in itself. Ideagen Mail Manager turns hours into minutes and lets your team focus on billable work, not hunting down threads.



What Directors say about Ideagen Mail Manager



" With Ideagen Mail Manager, we can easily access all previously sent emails on that topic, and mention 'further to our email below', which is a very effective way to get correspondence back quickly. We use Ideagen Mail Manager a lot to refer back to previous emails and the sorting facility, that all the team has access to, allows the company to improve our overall performance.

It saves around 10% to 20% of staff time, improving efficiency from staff looking into emails, which means they can now respond on the call instead of having to search for information and get back later on, allowing the ability to work very quickly over the phone.

Ideagen Mail Manager does what it says it does. It elevates Outlook to a new level.

- Colin Usher, Director, Bartax

What Directors say about Ideagen Mail Manager



“With Ideagen Mail Manager, I can do 3 times the amount of filing. Where I used to spend more than an hour filing 100 emails, I can now file 300 in under an hour, so a third of the time. That makes me more productive, and I personally don’t get frustrated anymore with this task. It’s easier to track information when an employee leaves the company as well, so there’s no need to log in to their computers.”

“Where time is money, being able to save time with Ideagen Mail Manager is key. I went from working 7 days a week, to claiming back my weekends and being more productive. This started when my CEO saw I had over 2,000 emails and got worried I would burn out. So, we found Ideagen Mail Manager, and it has truly changed my life. I actually enjoy my job now and can be more flexible and save time, as well as find emails during a meeting and avoid having another meeting in the future.

- Nasser Gamieldien, Commercial Director, GVK-Siya Zama Construction

Find it the moment you need it

Forget digging through sent folders or chasing someone who's out of office. Whether it's from last week or 5 years ago, Ideagen Mail Manager makes project-critical emails instantly discoverable.



What Directors say about Ideagen Mail Manager



"We hugely benefited from the free trial. The installation and setup were painless and effortless and we got near-instant results. Emails now practically file themselves and the ability to quickly search for files has been really important. The uptake has been really significant."

"From a senior director and management point of view, the ability to get across other individuals' saved emails is very powerful, and the quick search function is crucial for information discovery purposes."

- David Reynolds, Director, CPR Engineers



"Better email management reduces the need for shared mailboxes, removes barriers to accessing relevant project information, and enables teams to better keep track of multiple projects."

- Nick Bullock, Associate Director, IT Operations, Savills

What Directors say about Ideagen Mail Manager

5plus architects

“

One of the main reasons Ideagen Mail Manager works so well for us is the search function. I don't know quite how you do it but it's super-fast, super-smart and makes it incredibly easy to find any emails I need.”

“Our project teams using Ideagen Mail Manager means that I can open any project folder at any time and see what emails have been sent, and when.

- Adam Thornton, Founding Director, 5plus architects

**Your emails know everything.
Make sure you can find them
when it matters most.**

[Request a demo](#)

Ideagen  **Mail Manager**

e: info@ideagen.com | w: ideagen.com
Copyright © Ideagen Limited

