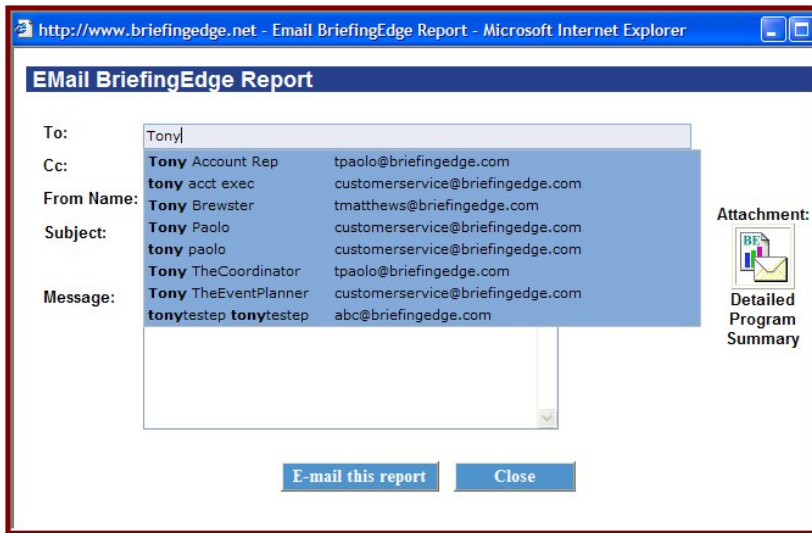


Subject: **BriefingEdge** version 13 New Features

## Report Enhancements – Emailing Reports

This **auto completion** feature matches names from the database when you want to email a report from **BriefingEdge** by using the same technology as we do on the attendee screen. (See the more detailed write-up on **attendees**). For example, suppose you want to send a report to a colleague who also happens to use **BriefingEdge**. Simply start typing their name into the email report window and select the correct name.

In this example, by selecting *Tony Paolo*, **BriefingEdge** finds the corresponding email address and replaces it on the screen.



But wait, there's more! To send a copy at the same time to another colleague, there's a new **cc** function on the screen. The **copy to** function works just like the **send to** function, using the same name-matching technology as we do with attendees.

There is one other change to the email report function that will make our respective lives easier. In the past, **BriefingEdge** would display in the **from** field the email address of the person running the email

report. This caused problems with many of your email servers, because when the email reached your servers, your email servers would compare the **from** address on the email (e.g. [John.doe@ustech.com](mailto:John.doe@ustech.com)) with the real email address generated by our servers ([scheduler@briefingedge.com](mailto:scheduler@briefingedge.com)) and in many cases, classify the emailed report as *junk* or *spam*. This is because the **from** address **BriefingEdge** displayed (your email address) contained a different domain than the real **from** address generated by the BriefingEdge mail server.

You will notice that we now display your name as the **from name** so it's easy for your recipients to know who sent it, but we no longer display the **from email address**.

