OfficeCalendar Case Study: Our Savior Lutheran Church

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pastors how to use MS Outlook and now I recommend
OfficeCalendar to everyone! This product is everything
I wish it would be."
-- Steve Wipperman, Pastor
     Our Savior Lutheran Church

By Lookout Software

OfficeCalendar

The easy way to network Microsoft® Outlook® Calendars and more

Industry
- Non-profit
- Religious organization

Environment
- Microsoft Outlook

Challenges
- Needed a way for his administrative assistant to schedule his appointments (home visits, etc.) easily
- Wanted to keep up and organize his contacts efficiently and allow access to them by his administrative assistant

Solution
- OfficeCalendar for Microsoft Outlook

Benefits
- Steve's administrative assistant can schedule his appointments and he can easily share his schedule with her
- Steve's congregation has better access to their pastor
- Steve's administrative assistant has immediate access to all of his contacts, making scheduling even easier

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-- Steve Wipperman
   Pastor

Scenario
Steve Wipperman, pastor of Our Savior Lutheran Church, uses Microsoft Outlook to schedule his appointments and update his busy calendar, as well as keep track of his personal contacts. Staff members use Microsoft Outlook on a peer-to-peer network; however, only Steve and his personal administrative assistant need access to his Outlook calendar and contacts.

Challenge
"My objective was to find a way to share my calendar and contacts with my administrative assistant without going to expense and trouble to set up Microsoft Exchange Server," said Steve. If I am away from the office or on an important phone call, it is important for my secretary to be able to schedule appointments."
Our Savior Lutheran Church runs on the valuable support from its congregation. Pastor Steve Wipperman provides support for his congregation, and his church runs efficiently in return. In order to better serve his congregation, Steve needed a way to seamlessly share his calendar with his administrative assistant so she could schedule the pastor's home visits and other important appointments on his Microsoft Outlook calendar. Steve was also looking for a way to manage his Microsoft Outlook contacts, which include many of his valuable church members. "A church is a people business," adds Steve. "People like to have access to their pastor and I want to provide every opportunity for that to happen as smoothly as possible."

Solution
According to Steve, he searched Internet for Microsoft Outlook compatible products. "The direct link to OfficeCalendar came through the MS Outlook Newsgroup." Steve installed OfficeCalendar by himself, and did not need any outside help or OfficeCalendar technical support. "It was very easy to install," said Steve. "Your installation routine and pdf Quick Start file were all I needed."

How It Works
Steve and his administrative assistant have access to one another's Outlook calendars and contacts, so Steve's schedule is constantly updated and his contacts are managed flawlessly. Only Steve's personal administrative assistant has access to his Outlook calendar and contacts, so no confusion occurs. "She accesses my calendar/contacts exactly as she does her own," said Steve. "My calendar appears on her desktop side-by-side with her own so she can compare, add, subtract, edit, etc." Steve's schedule is very demanding, and OfficeCalendar provides the means for easy scheduling. According to Steve, "It saves me tons of time if she can make the phone calls to set up my monthly home visits for example."

Value
Steve can concentrate on the personal visits and commitments he makes to his congregation, instead of worrying about fitting appointments in on his calendar. In return, his congregation members can support Our Savior Lutheran Church by communicating with their pastor effortlessly. "For a MS Outlook user, it's intuitive. I've taught other pastors how to use MS Outlook and now I recommend OfficeCalendar to everyone! This product is everything I wish it would be," adds Steve.

About OfficeCalendar
OfficeCalendar is an easy-to-use, low-cost alternative to Microsoft Exchange Server. OfficeCalendar enables the sharing of Microsoft Outlook calendar, contact and task information on practically any Windows-based network, even without a dedicated server.

Our Savior Lutheran Church