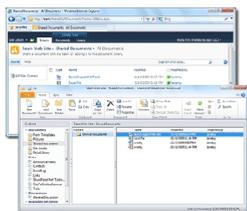


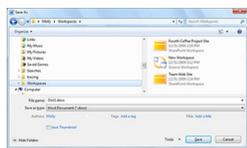
1. On the go? Take SharePoint Workspace with you.

Isn't it time you got things done according to your schedule? Synchronize SharePoint 2010 libraries and lists to your computer with just a few clicks. Easily update documents and lists offline, and be confident that everything will automatically synchronize to the server when you're back online.



2. Redefine the way you work together.

With co-authoring, you don't have to work in the same room as your peers to get team projects done. You can simultaneously work together on Word and PowerPoint files posted in SharePoint Workspace from different locations. Save time by editing documents, spreadsheets, presentations, or content with other people, and be assured that your changes are stored and updated in SharePoint Workspace and on SharePoint Server. With co-authoring, you can work together simultaneously on Word and PowerPoint files posted in SharePoint Workspace from different locations.



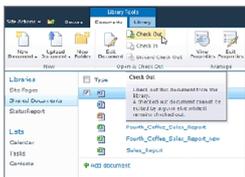
3. Quickly and easily find what you need.

SharePoint Workspace 2010 includes powerful integration with Windows Search, so you can easily search through your local copies for content. With support for customized queries, you can pinpoint your results exactly the way you want.



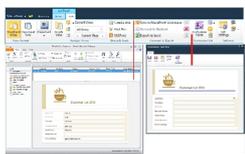
4. Review and manage documents with ease.

Support for features such as Check In and Check Out make it easy to control your documents. You can also easily review versions stored on the server — leaving you in control of your content. Features such as drag and drop from anywhere are supported — even other Office applications such as Outlook, right into a workspace!



5. Work more efficiently with easy-to-use SharePoint lists.

SharePoint workspaces can contain most standard SharePoint list types, including Discussion, Announcements, Links, and custom lists. Form previewing and editing is provided through Microsoft InfoPath 2010 technology. SharePoint Lists customized by InfoPath will be fully intact.



6. Access and make changes to external data sources.

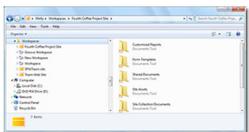
SharePoint's Business Connectivity Services enables connections to external data sources — including read and write access to line-of-business applications. When combined with SharePoint Workspace's offline capability, you can review your external data inside SharePoint Workspace, search/filter/group it, and even make changes to the data. SharePoint Workspace

synchronizes your changes directly to the external data source.



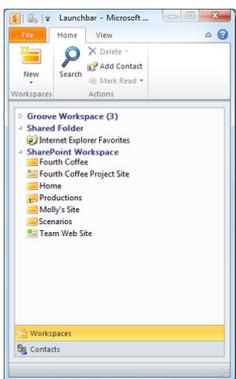
7. Get quick access to SharePoint content from Windows Explorer.

After synchronizing your SharePoint content to your computer, you can quickly access the same files from Windows Explorer. This makes it easier than ever to work with your files from a SharePoint site — browse them in your local folders or even use save directly from applications into those same folders.



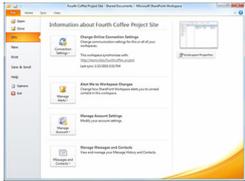
8. Check for updates at a glance.

The Launchbar lets you easily view all of the workspaces of which you are a member. You can see which workspaces currently have people working in them and which have new materials you haven't seen. You even get alerts for new SharePoint content that has synchronized to your computer.



9. Do things faster.

SharePoint Workspace 2010 now adopts the Ribbon. With a new and an improved Ribbon, you can access your favorite commands quickly and create custom tabs to personalize the experience to your work style. In the new Microsoft Office Backstage™ view, you can set alerts, share, print, and manage accounts with just a few clicks.



10. Share your files with almost anyone.

You don't need access to SharePoint Server to get your work done in SharePoint Workspace. You can create local, Groove workspaces to share documents with others and see at a glance what content is new, updated, or unread.



¹ Microsoft SharePoint Server 2010 required.