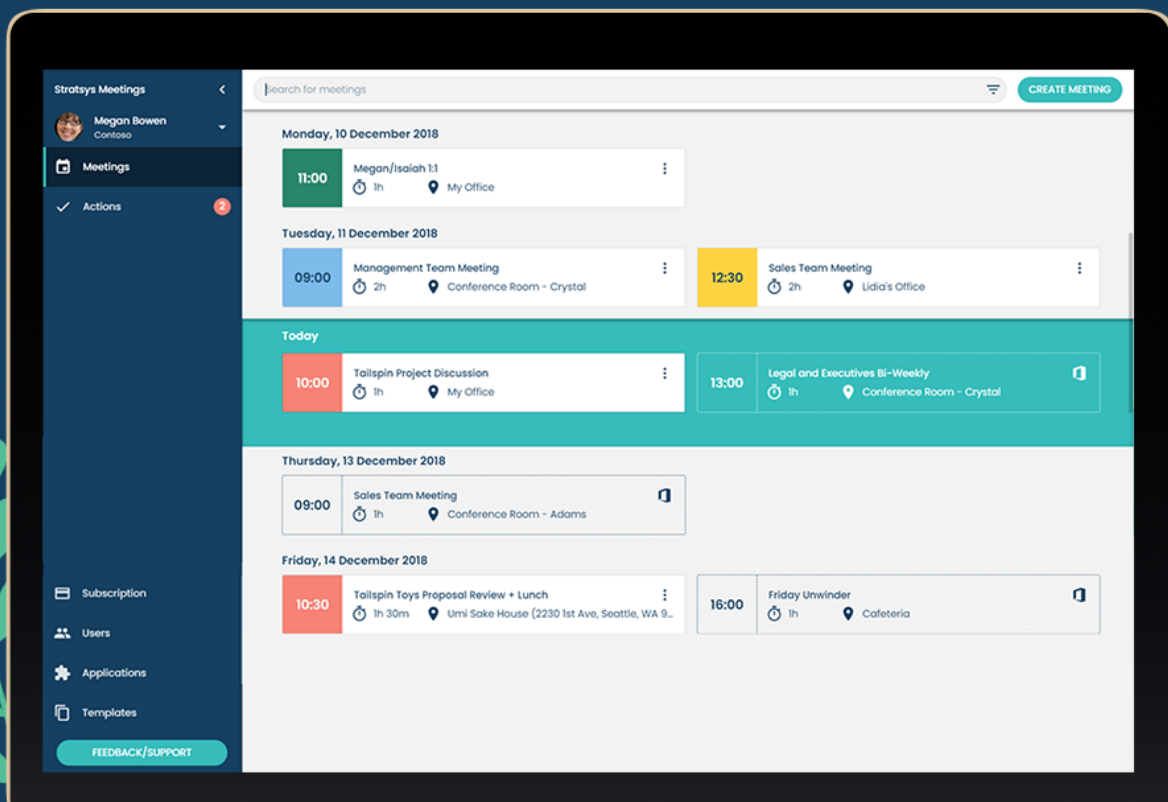


# Tired of unproductive meetings?

Stratsys Meetings will simplify your working-life in a way that few other tools can. It will enhance productivity and help you reach your goals faster by preparing, running and following up meetings efficiently.

How often do you attend meetings where the participants show up unprepared and previous decisions and action items haven't been followed up? Probably quite often. Studies show that meetings are often held without a clear purpose or agenda, that documentation is scarce and that action items and decisions tend to fall between the cracks. The good news is that there is a dedicated tool that addresses these issues. Stratsys Meeting helps you prepare, run and follow up meetings in a transparent and efficient way.



## HOW?

### **PLAN IT** – Prepare Your Meeting

background material. Next, email the agenda to all participants who can contribute to it with just a few clicks. Now everyone is well-briefed about the topics to be discussed and your meeting gets off to a flying start.

### **DO IT** – Run Your Meeting

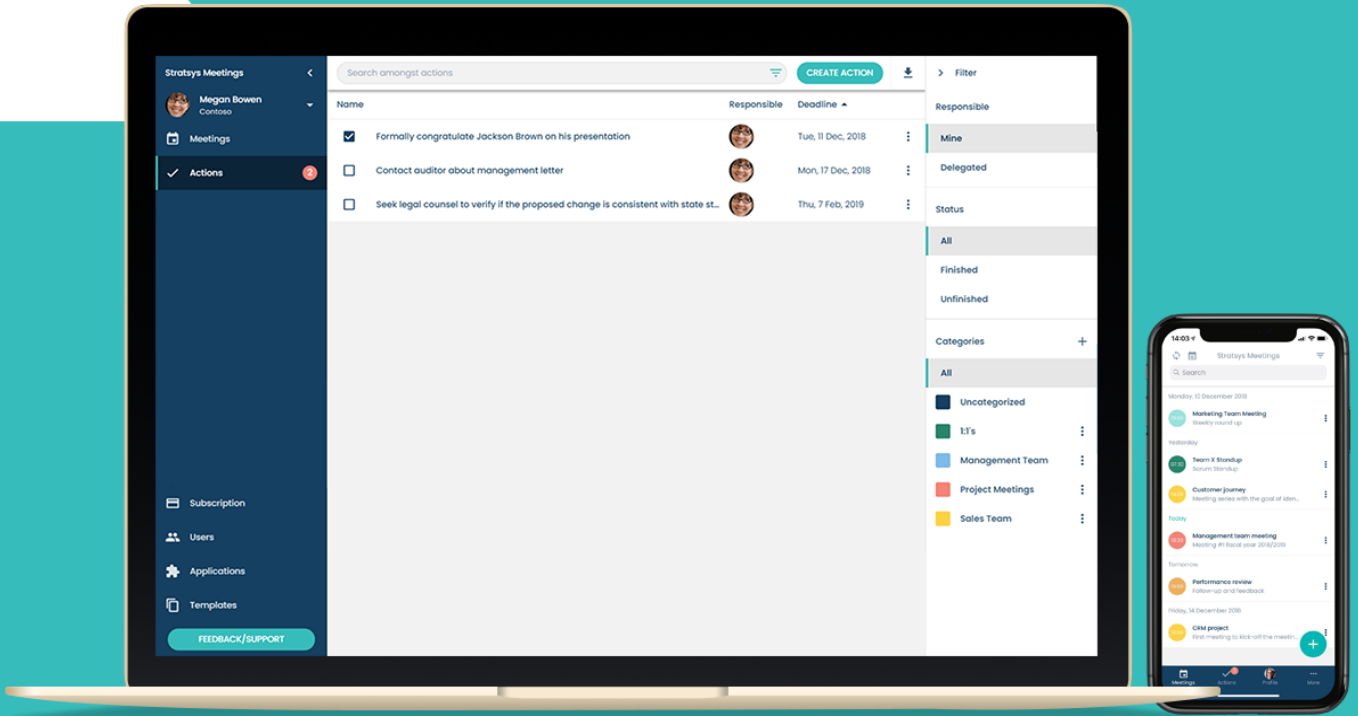
The meeting minutes are easily composed by adding notes, action items with a deadline and a responsible person, and a list of any decisions made.

Action items that are delegated during the meeting are gathered in personal to-do lists that simplifies follow up through email reminders and push notifications.

### **REVIEW IT** – Follow up Your Meeting

With instant access to all meeting minutes, action items and decisions in all your devices you can rest assured that nothing will fall between the cracks. There are searchable action logs for both individual and recurring meetings and all recurring meetings are intuitively connected in a series that makes follow up a delight.

So, if you are tired of unproductive meetings  
– try Stratsys Meetings instead!



[www.stratsys.com/stratsys-meetings](http://www.stratsys.com/stratsys-meetings)

