



Get excited in your meetings!

# Create meeting agendas, take meeting notes, and assign personal tasks - 100% in Outlook.

Verified by Microsoft.



## Manage your meetings where you schedule your meetings!

To make a real impact, a great meeting management tool needs to be where your team already is – in Microsoft Outlook.

### No more unproductive meetings

yoyomeeting supports the meeting management process in your organization. From agenda setting (even shared agendas) to generating structured meeting notes.

And in between, yoyomeeting offers an easy way to assign personal tasks, record decisions and conduct your meeting with time boxing and much more – everything in the MS Office eco-system.

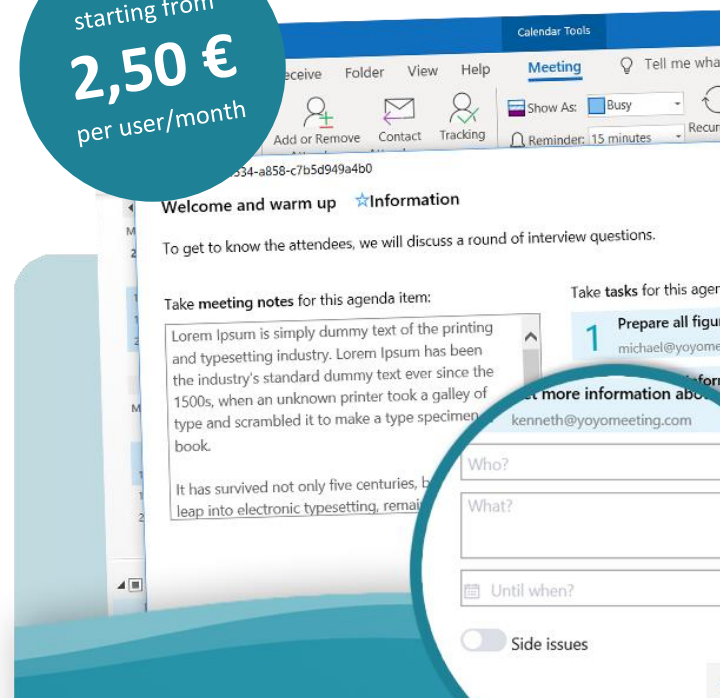

### No more lost tasks

During the meeting, you can easily assign personal tasks to your attendees's inboxes. In addition all the meeting results are summed up in a well structured protocol.

### Better meetings from day one

Be it in-person meetings or remote meetings – you and your team will quickly experience a boost in performance.

starting from  
**2,50 €**  
per user/month

**yoyomeeting - Meeting Management**  
 7interactive GmbH  
 Outlook  
 ★★★★★ 4.5 (6 Ratings)  
 Pricing Additional purchase may be required [Get it now](#)

Rated 4.5 Stars on Microsoft AppSource

Get your FREE TRIAL on [www.yoyomeeting.com](http://www.yoyomeeting.com)



# Many meetings are a waste of time!

Surprise! Surprise!

There are about



**25 million meetings per day**

*in the USA alone!*

but it's a worldwide phenomenon

**Inc.** *„Pointless meetings will cost U.S. companies a whopping \$399 billion in 2019.“*



*„The number of meetings and their duration has been steadily increasing ...“*

**71%** of our meetings are: *„unproductive or inefficient“*

Senior Management says

Employees spend

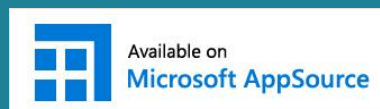
**35% to 50%**

in Meetings!



Sources: inc.com / Harvard Business Review / themuse / CNBC makeit / Universities of Tulsa and Arizona

With yoyomeeting and Microsoft Outlook this can be changed in your organization.  
**Download your free trial from the Microsoft Stores.**



or visit: [www.yoyomeeting.com](http://www.yoyomeeting.com)

## The Cure for bad Meetings!

Ever wondered how to address the waste of time spent in too many meetings in the course of a year?

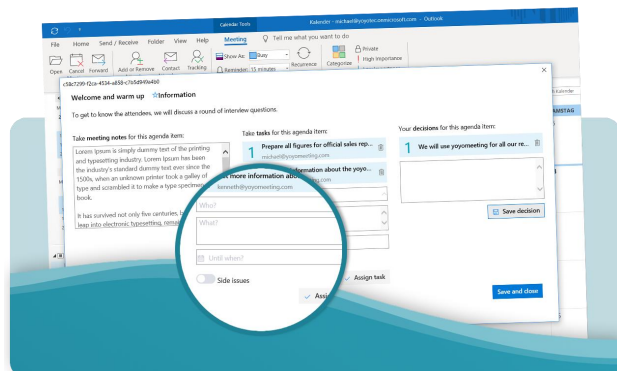
Many organizations introduce *Golden Meeting Rules* or *Meeting Standards* – sometimes even printed on nice colorful cards distributed in the meeting rooms.

But this usually does not help to change things for good! Why? Because we all already know that it is better to add an agenda to our meeting, to assign tasks with deadlines to individual attendees and to take structured meeting notes to get a grip on decisions.

The problem is not the *knowing*, it's the *doing*! It is about building habits and paving the path to make it easier to do the things we already know.

And here yoyomeeting kicks in. yoyomeeting is the meeting management add-in for Microsoft Outlook. Instead of introducing a new standalone software in your organization, we plugged it into what you already use: Microsoft Office.

So it's most useful for all meeting organizers, attendees and IT administrators. Just plug and play!



## Meetings with Results

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## A Question to the founders



**Question:** Michael, as one of the founders of yoyomeeting, why did you develop this new product in the first place?

*All the founders of yoyomeeting worked in established industries or as digital consultants in their previous lifes. In many of these jobs we experienced employees complaining about too many, too long and too unproductive meetings. Everyone focussed on the complaining part, so we decided to focus on the solution part of this widespread meeting problem. And we came up with yoyomeeting.com*

## Calculate your benefit

The more people use yoyomeeting, the higher your productivity gains by getting more done in less time. Here is an example calculation on what you save:

number of users in your team	15
estimated savings on meeting cost (20%)	9,000 €
yoyomeeting license fees for 15 users	57 €
<b>net saving using yoyomeeting</b>	<b>8,943 €</b>

For the calculation we assumed one user has 20 one hour meetings per month with 2 additional attendees. That sums up to 60 meeting hours per month. Each hour is paid in average with 50 €, so the company invests 3.000 € for wages alone. With yoyomeeting we estimated an overall longterm meeting productivity increase of 20%, which sums up to estimated savings of 600 €/user/month.