




**Outlook
Meetings**
for Confluence

A good agenda makes a good meeting.

Add a Confluence page to your Outlook meeting request and collaboratively plan an agenda directly in Outlook – based on Confluence meeting notes.

**Make meetings
more meaningful**

Add agenda items, a duration for each item and speaker in an easy-to-use sidebar. All information is based on a connected Confluence page that you can access easily via Outlook.

 Outlook Meetings for Confluence

Create meeting page


BO / Meeting Notes

DRAFT

Agenda


Introduction ×

⋮

🕒 10min  Andreas Schm...

Scope ×

⋮

🕒 30min  Anke Viehweg...

 Add agenda item +

Teamwork
at its best

Send the Outlook meeting request to your coworkers and they can add or edit agenda items easily in the sidebar of their request. All attendees always see the latest version.

Benefits

- Easy and intuitive UX takes the hassle out of agenda planning
- A good agenda helps improve meeting preparation
- Confluence serves as the single source of truth for your meeting information

yasoon
information

At yasoon, we develop advanced apps that connect Microsoft and Atlassian applications to make digital work easier, more productive and more transparent.

Try it for free!

go.yasoon.com/agendaplanner