

Email Management as a Key Strategic Priority - Risk reduction, Communication & Compliance

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1. How do architectural practices typically use email communication? What sorts of information do they send in this way?
2. What are the benefits of good email management?
3. What are the potential ramifications of poor email management?
4. What is ISO 9001?
5. What sorts of tools are available to help businesses manage their email? How do they work?
6. Do email management tools integrate with other project management software?

By the end of this presentation, you should be able to:

- Outline the role that email plays in the day-to-day communications of architectural practices
- Identify the legal and compliance risks associated with poor email management
- Outline the benefits of good email management
- Identify practices and tools to help practices manage their email and improve their communications

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