

Groupware for promoting the  
computerization of school administration



Desknet's  
**NEO**  
BY INSPIRE

Examples of DeskNet's  
Neo use in schools and  
educational institutions





## Groupware that is easy to use and tailored to educational settings

Immediately  
usable

Immediately  
understandable

Immediately  
communicable



No installation on your computer.  
With the cloud version, there is no setup required, and you can start using it right away.

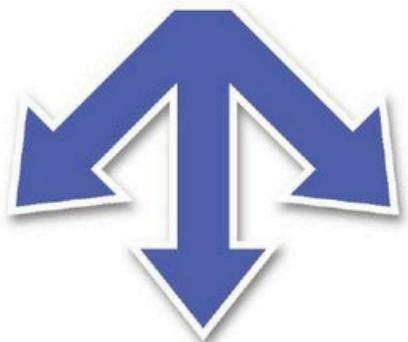
The screen is designed for intuitive operation. It includes 25 practical functions such as document management, bulletin boards, and meeting minutes.

It is also compatible with tablets and smartphones, so you can receive notifications anytime, anywhere, preventing missed communications.

# Benefits of using DeskNet's Neo

Supporting the computerization of school administration, from the basics of information sharing to going paperless.

**one to many**



Prevent information omissions.



Portal



Information

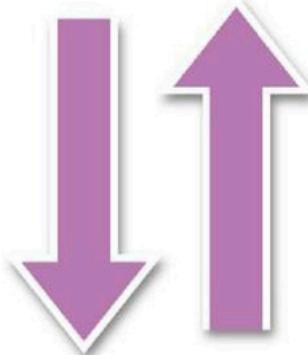


Circulation/Report



Minutes

**one to one**



Use information effectively.



Webmail



User Directory



Questionnaire



Schedule

**many to many**



Manage information in one place.



Document Management

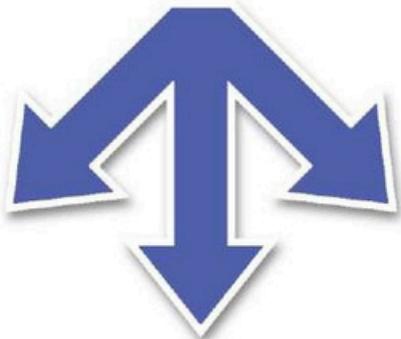


Facility Reservation



Workflow

one to many



**Preventing information  
confirmation omissions**

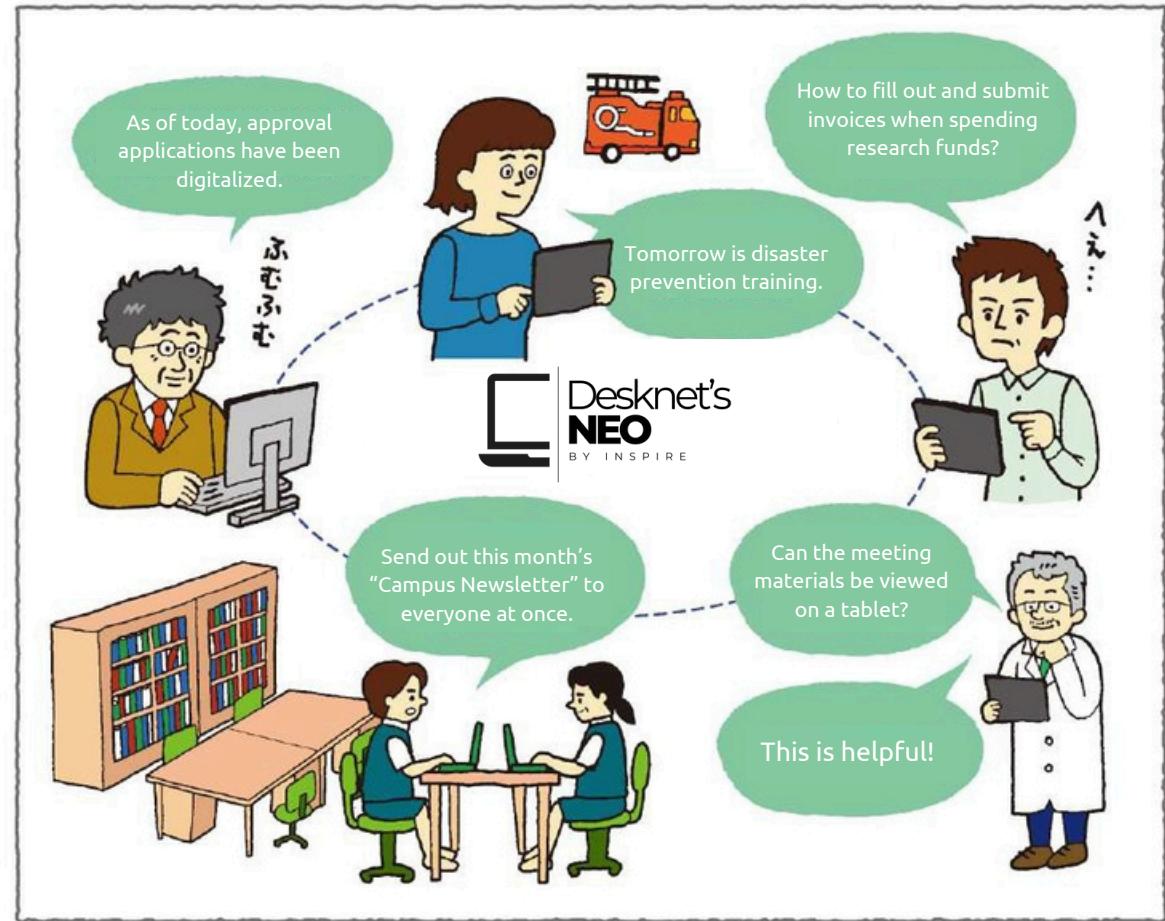


## Thorough dissemination of information

As an on-campus  
bulletin board for  
posting various  
announcements.



Information



As an internal bulletin board, it can be used to post announcements and notifications to all staff members, reducing the need for physical bulletin boards and thereby reducing paper consumption. In addition, you can limit the distribution to specific recipients, such as "○○ Faculty" or "Professors."

one to many

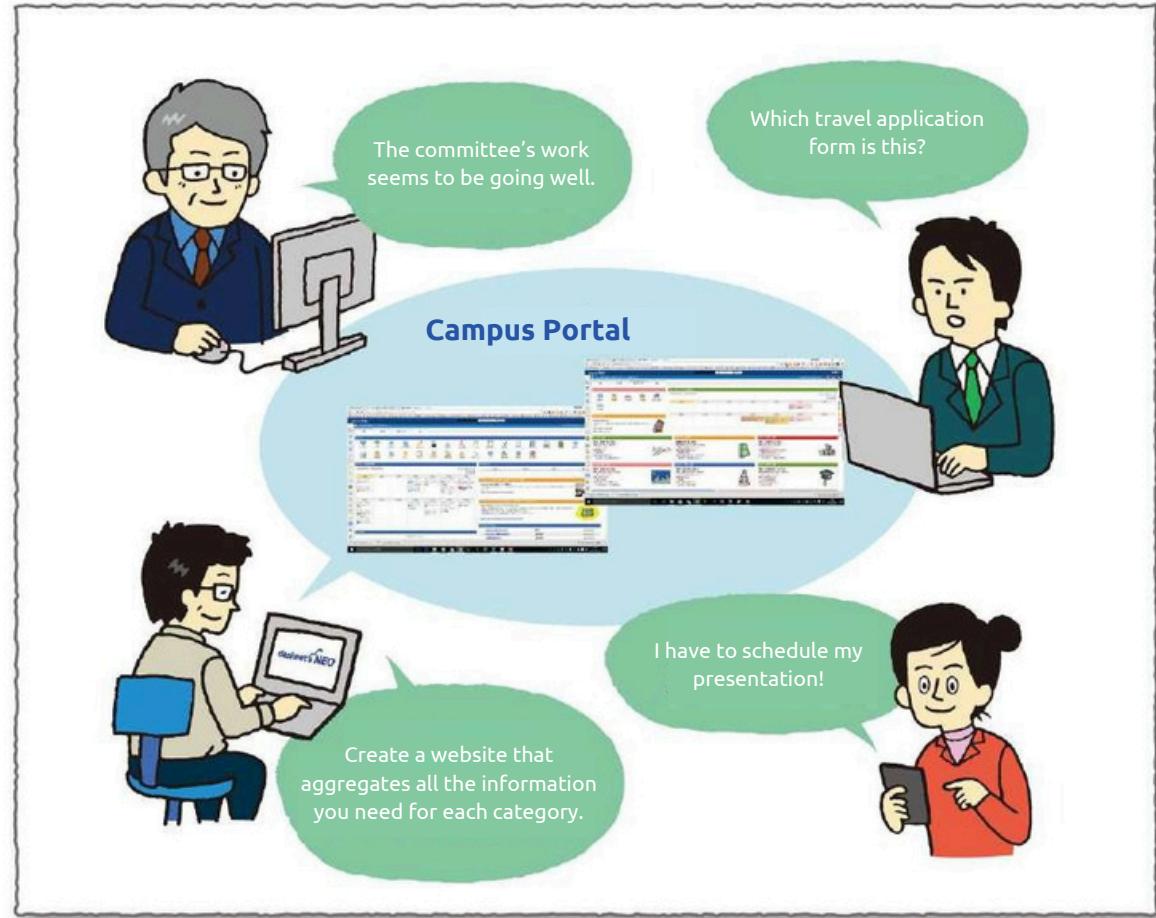


## Thorough dissemination of information

Organize  
information by  
category and  
display it in an  
easy-to-view  
format.



Portal



We will create portals for categories such as university-wide information, various application forms, disaster prevention information, and information for faculty and staff, so that information can be organized and communicated at a glance.

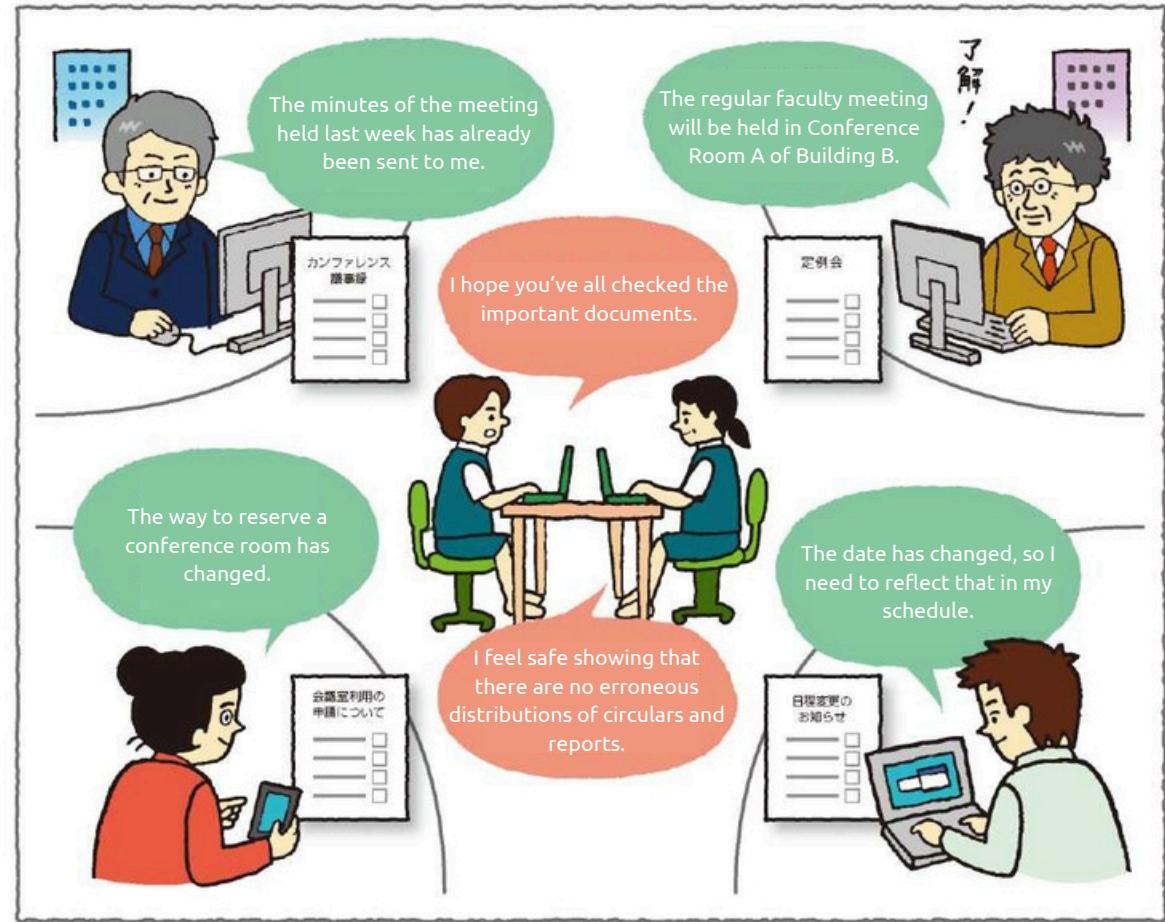


## Thorough dissemination of information

**Ensure reliable  
communication of  
contact and  
reporting matters.**



Circulation/Report



This is useful for circulating and sharing meeting notices, minutes, and important announcements. You can see whether the recipients have confirmed receipt, so it is like circulating a paper document and having them stamp it. You can send the information to all the relevant people at once.

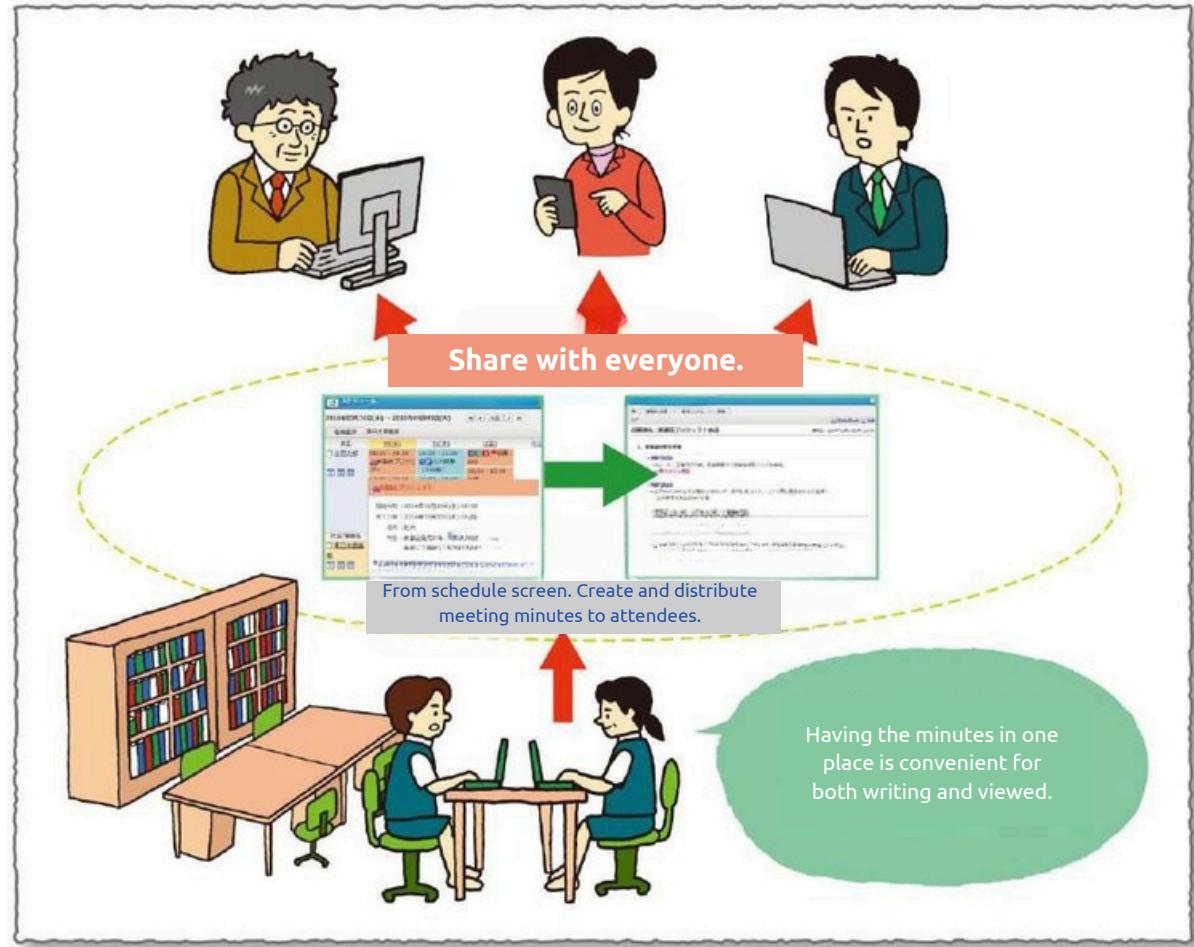


Thorough dissemination  
of information

# Centralized management of meeting minutes.

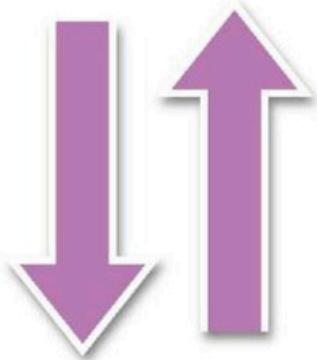


Minutes



You can create minutes for various meetings, such as faculty meetings, department meetings, and committee meetings, and share and centrally manage them. You can also register agendas before meetings so that they can be distributed and shared in advance to ensure that meetings run smoothly.

one to one



**Use of Information**

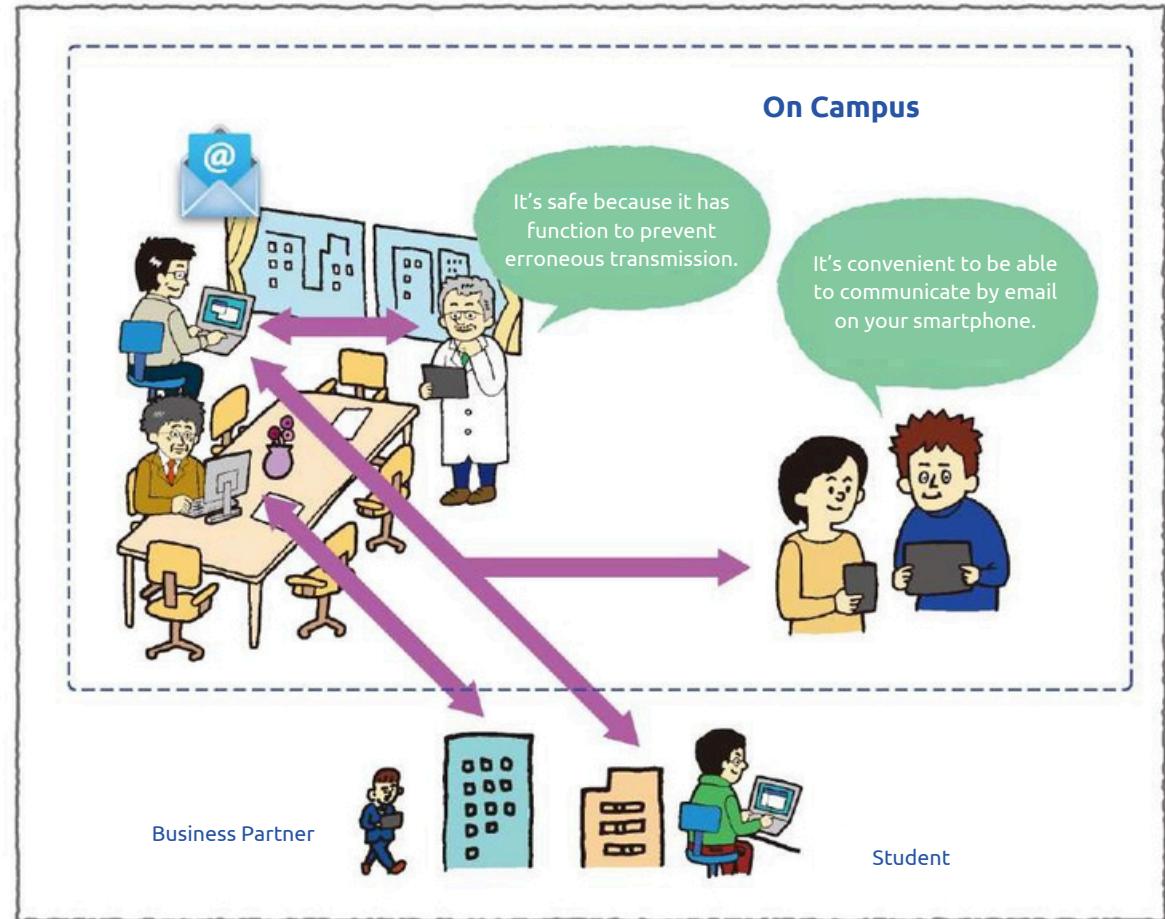


## Information Utilization

A web-based email client ideal for everyday communication, such as email exchanges with external parties.



Webmail



It is ideal for daily communication with external business partners, students, and staff. It can also be used as a means of communication during long vacations or overseas business trips. Since it is a web-based email service, data is not stored on your PC, and there is no need to install it on each PC. It also offers a wide range of features, such as smartphone compatibility, IMAP support, and misdelivery prevention.

one to one:

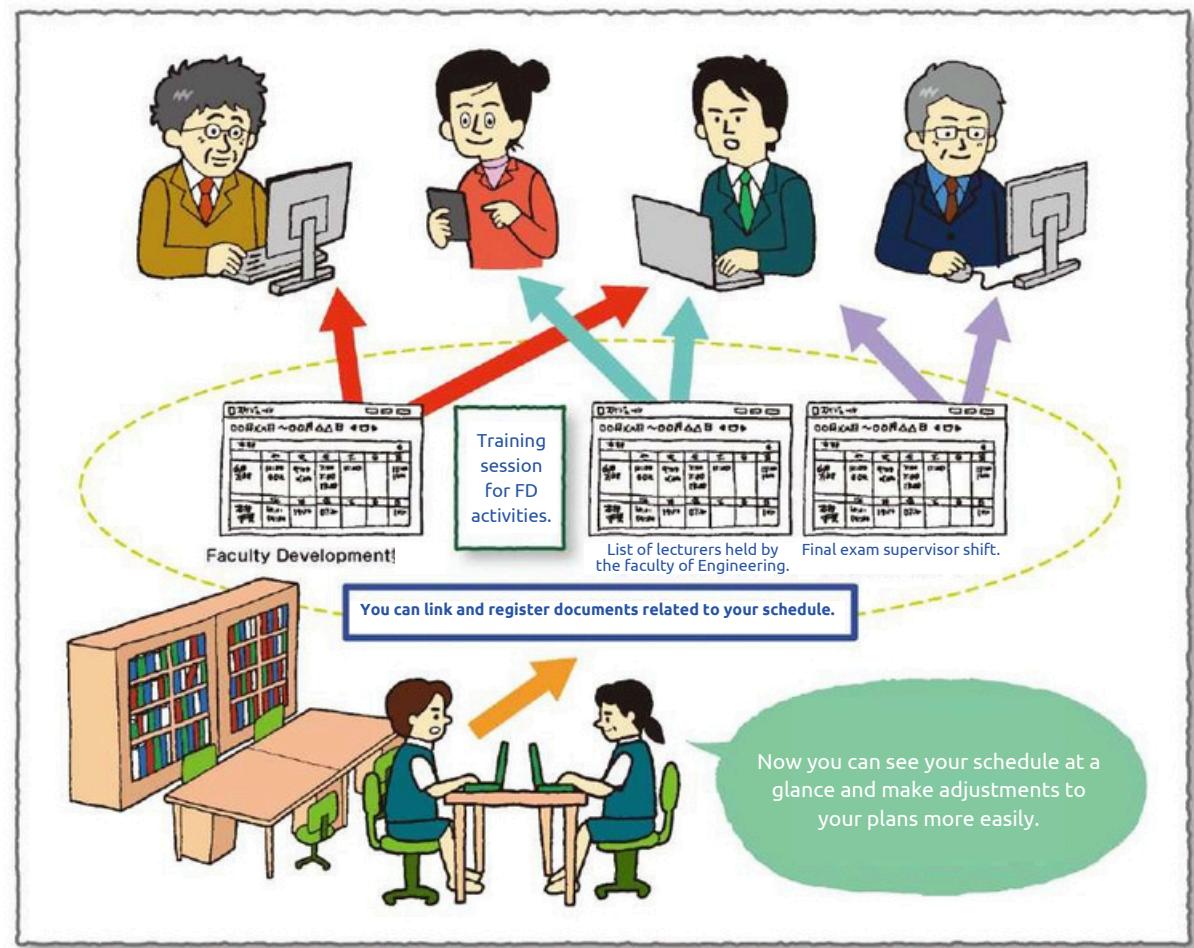


## Information Utilization

For sharing  
schedules of  
individual faculty  
members, exam  
schedules, school-  
wide events, etc.



Schedule



Manage and share schedules such as class schedules and school events in one place.  
No more checking schedules by phone or email, making it easier to adjust schedules.  
You can also register and share locations and classrooms.

one to one



## Information Utilization

**Check a list of  
faculty and staff  
extension numbers  
and email  
addresses.**



User Directory



Faculty and staff can share email addresses, phone numbers, and extension numbers. You can also search by name or department, so even if you don't know each other or work in different locations, you can quickly get in touch when you need to.

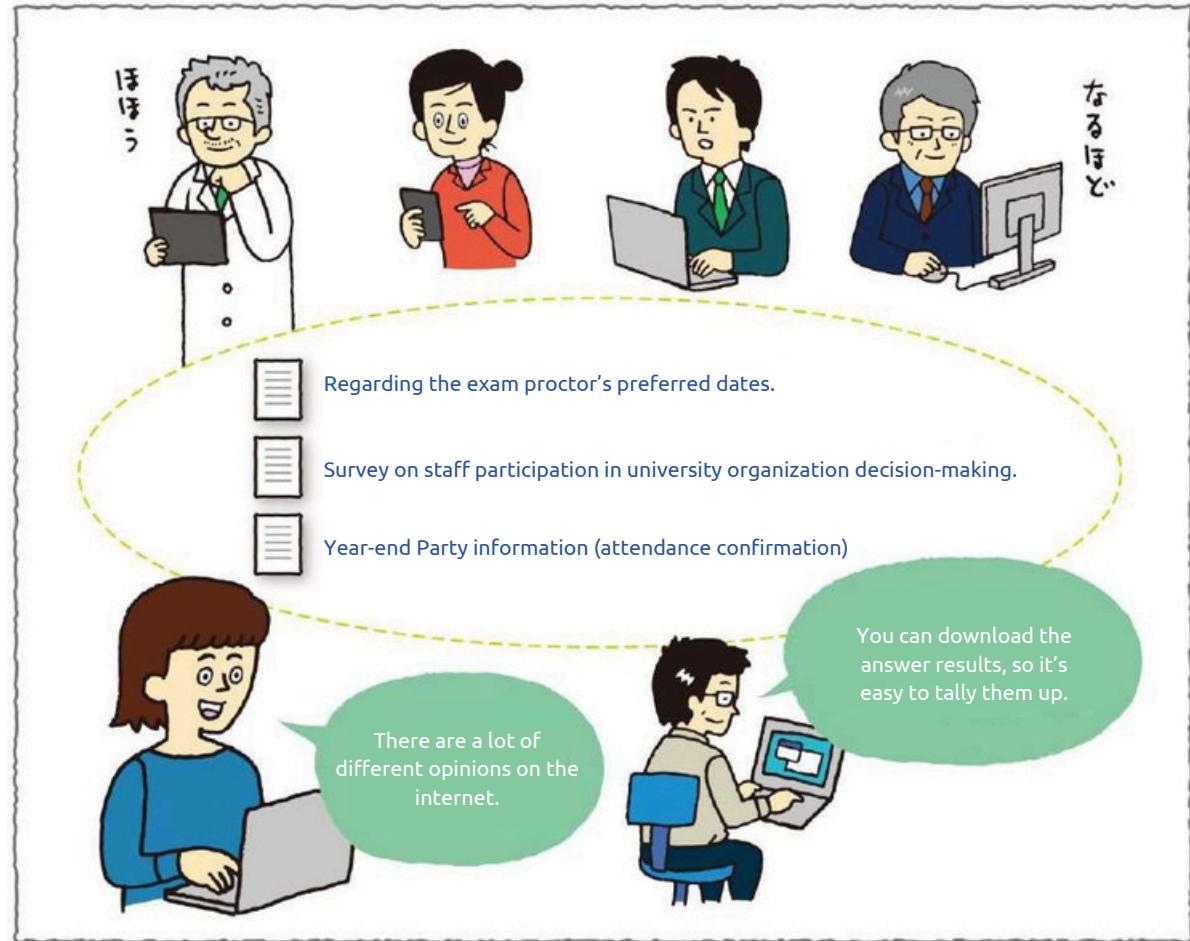


## Information Utilization

**Use for distributing questionnaires to staff and collecting responses. Also useful for confirming attendance at events.**



Questionnaire



You can easily conduct surveys for staff members. Collect feedback and suggestions for improvement for events and functions, and efficiently gather a wide range of opinions to help improve operations. It is also useful for conducting quick surveys, such as confirming attendance for welcome parties and year-end parties.



## Information Utilization

# Streamline assignment and report submission.



Questionnaire



By applying the questionnaire function, you can efficiently collect assignments and reports assigned to students by having them submit them with attached files, and you can instantly check the submission status. It is also possible to notify students who have not submitted their assignments, thereby streamlining administrative tasks.

**many to many**



**Centralized Information  
Management**

many to many

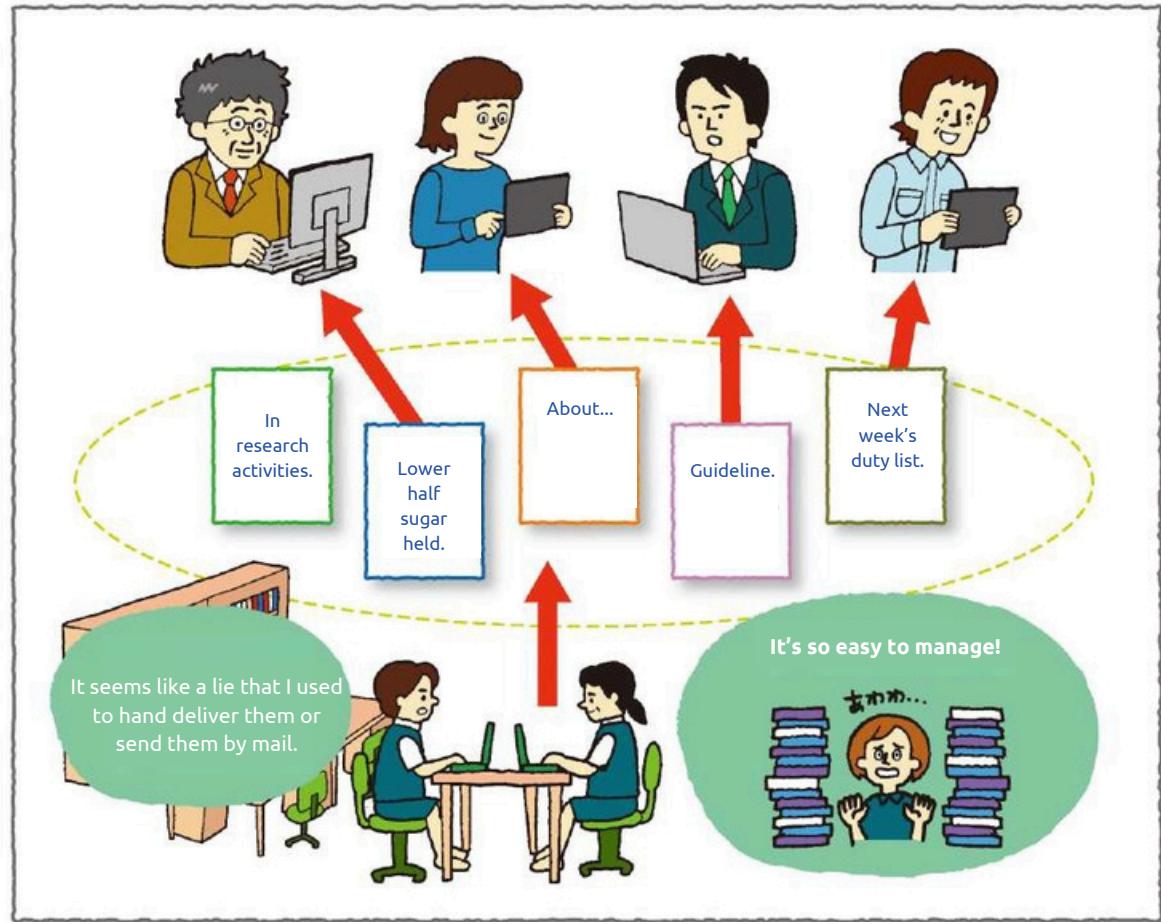


## Centralized Information Management

Centralized management and digitization of scattered documents.



Document Management



Documents such as meeting materials, minutes, application forms, regulations, employment rules, legal and financial documents, and various manuals, which were previously managed on paper, can now be digitally centralized, enabling more efficient document management, labor savings, and significant paper reduction.

many to many

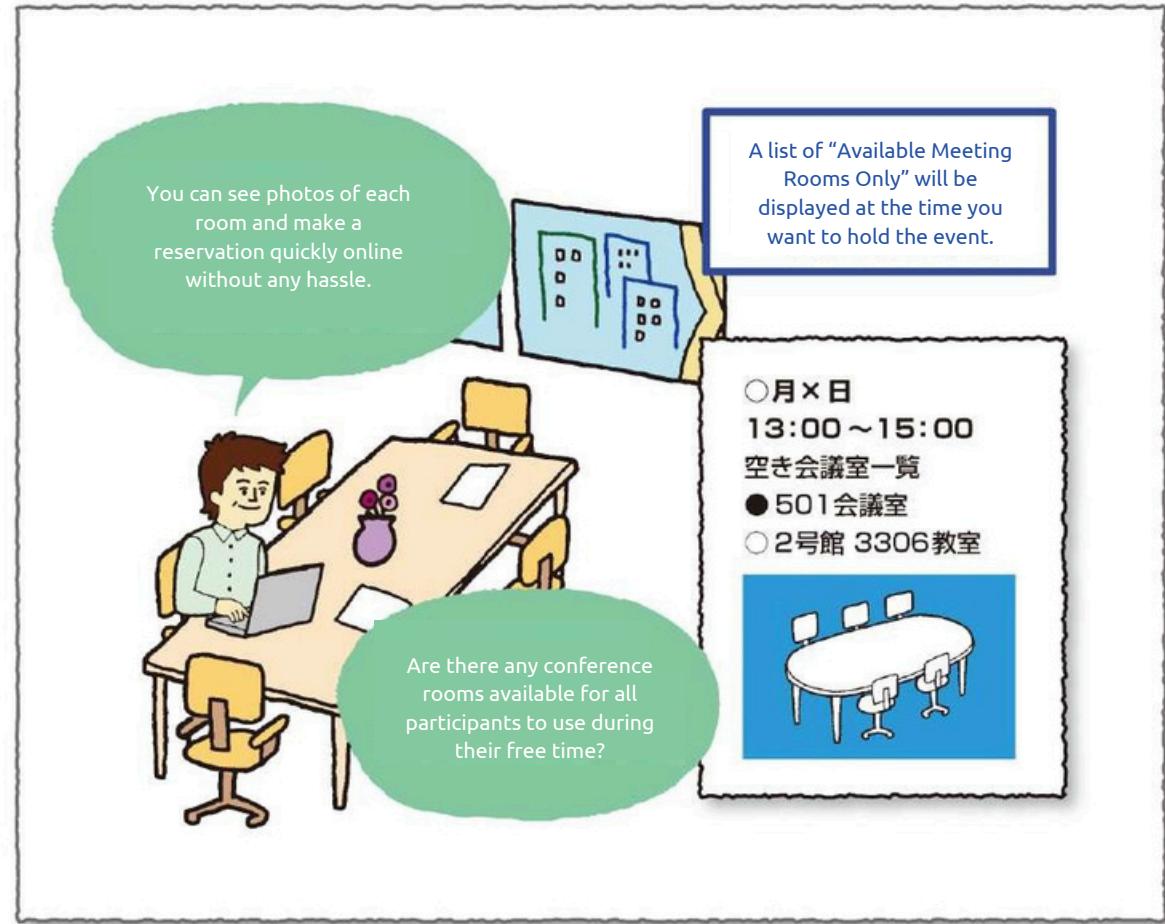


## Centralized Information Management

# Effective use of conference rooms, classrooms, and various facilities.



Facility Reservation



You can check the reservation status of conference rooms, classrooms, vehicles, etc. at a glance, eliminating reservation conflicts caused by miscommunication. In addition, you can instantly grasp the operational status of classrooms, enabling you to make effective use of facilities by utilizing vacant classrooms for meetings.

many to many

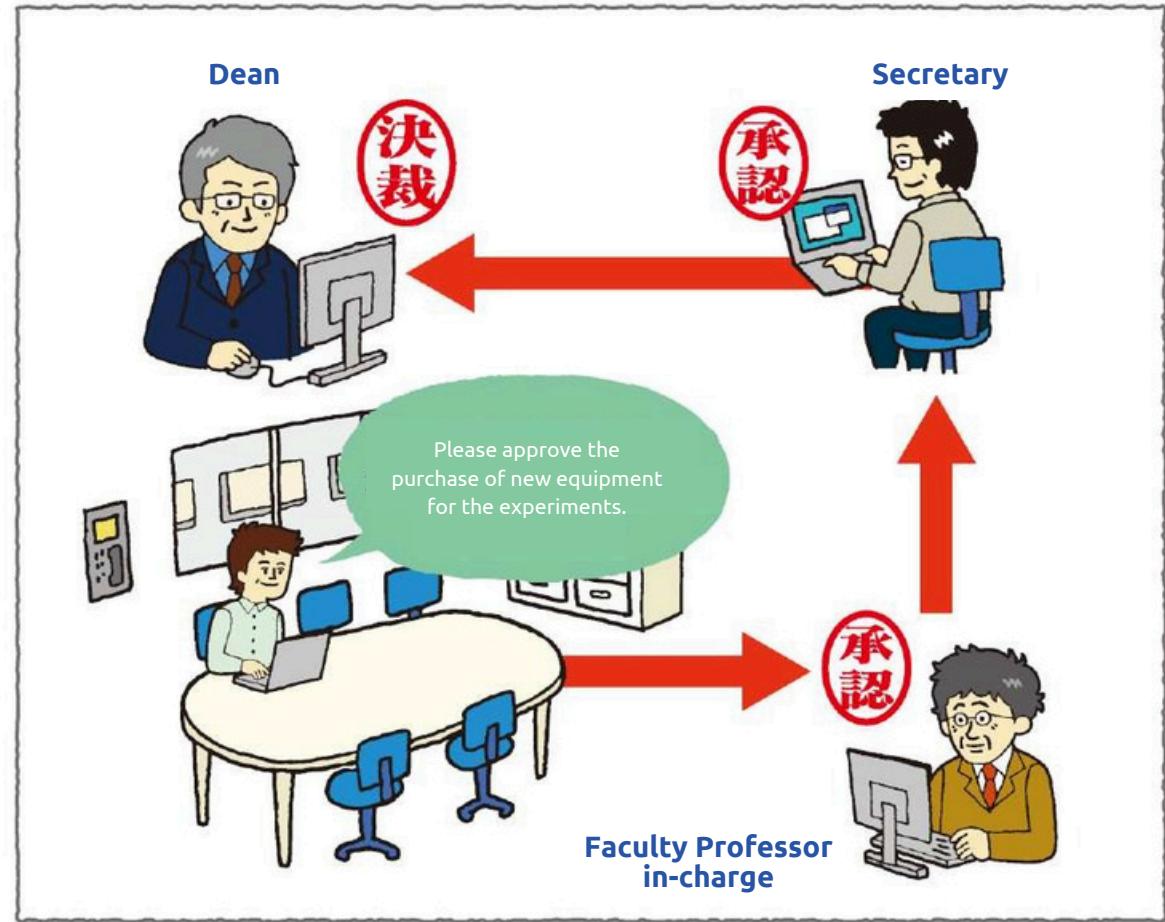


## Centralized Information Management

Streamlining and  
speeding up  
application  
procedures.



Workflow



The application process for various application documents and approval documents that require cross-departmental approval has been streamlined, enabling a speedy decision-making process.

# Information Services for Students



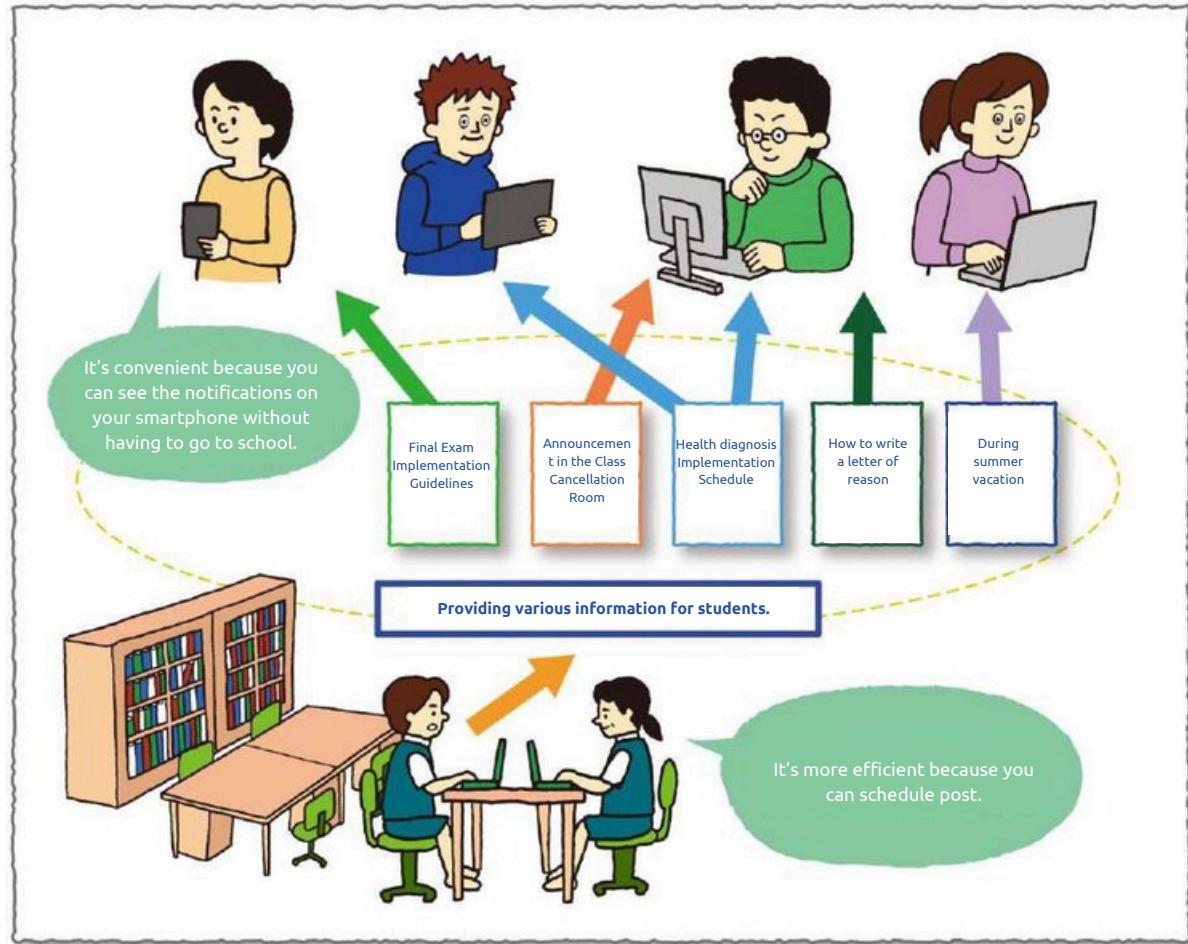


## Thorough dissemination of information

# Online bulletin board for students.



Information



We can provide information for current students, such as class cancellations, exam schedules, temporary course details, scholarship application procedures, and student support services. Students can access this information from home using their smartphones, ensuring that they receive the information they need.

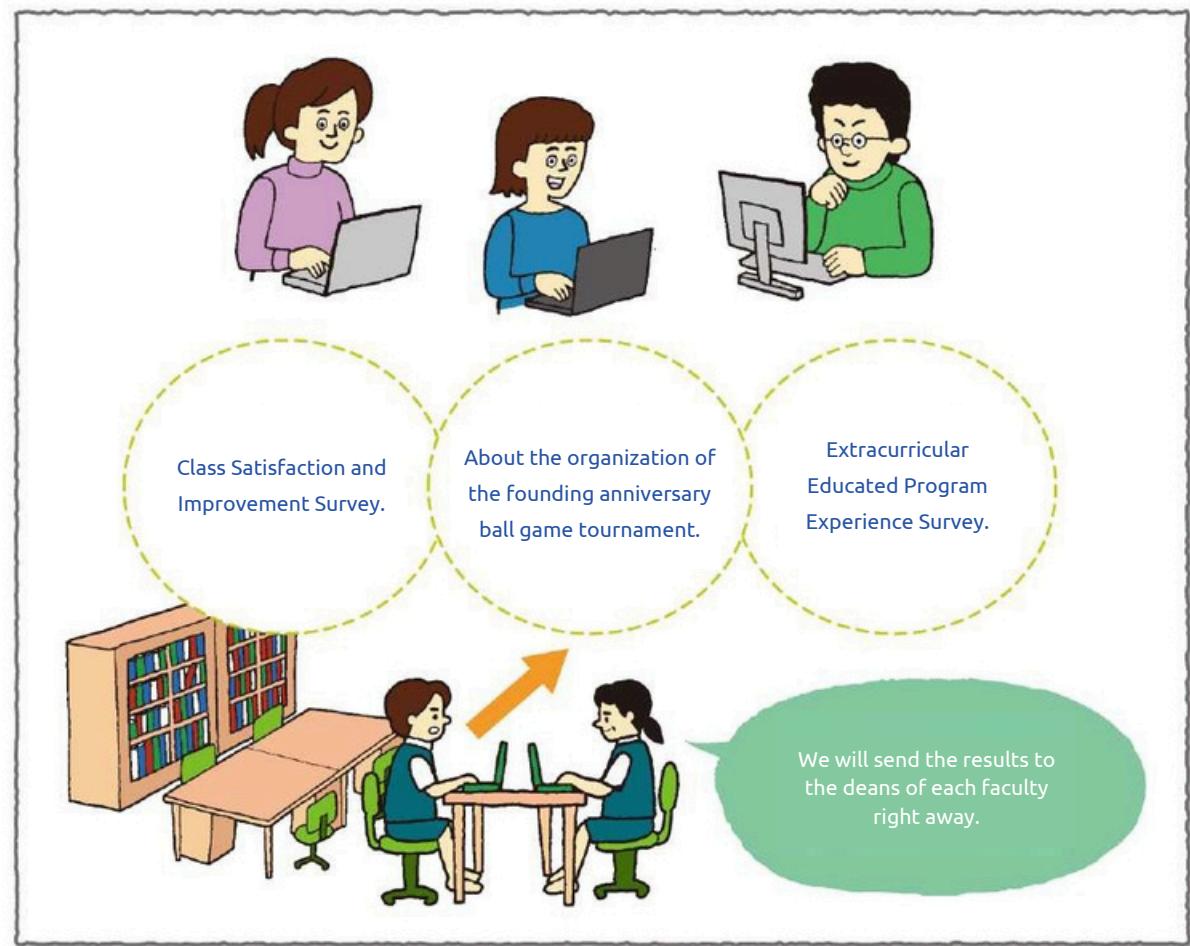


## Utilizing Information

# Collecting student opinions and supporting student life.



Questionnaire



In addition to conducting surveys for classes, events, and activities within the school, we regularly collect feedback and opinions from students through satisfaction surveys for faculty and staff. This information is then utilized to improve the operations of each school department.

many to many

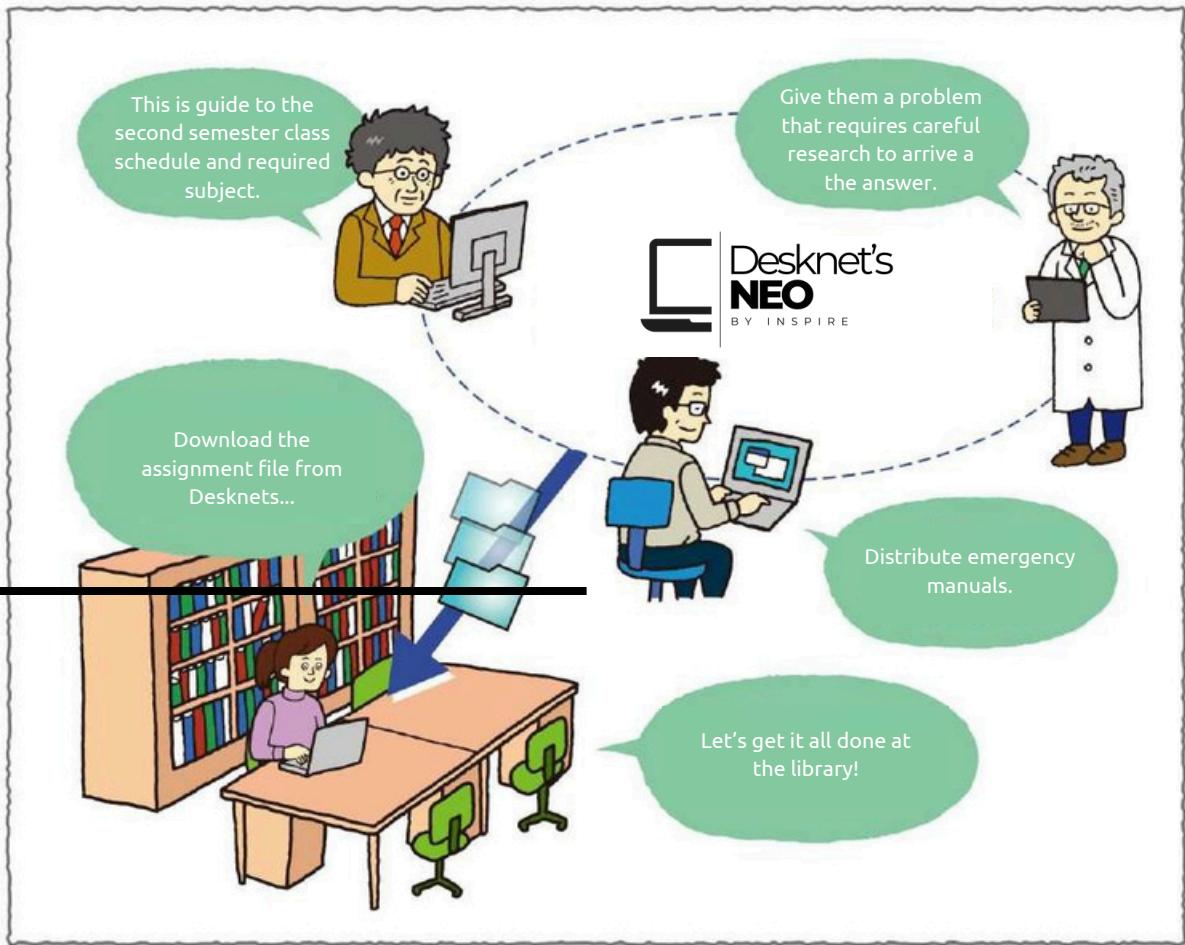


## Centralized Information Management

Centralized  
management of  
information provided  
to students.



Document  
Management



Upload assignment files, lecture materials, disaster prevention manuals, and other materials for students. You can set access permissions for each folder, allowing you to share files only with specific departments or students.



# Case Studies

**Webmail is the main channel for business communication, streamlining communication among 4,000 employees.**

Easy integration with various systems enables unique applications to become established.

5,000  
USERS

Fukuoka University

#### Webmail , User Directory , Circulation/Report



It's become easier now that I've unified all my work-related communications into webmail.



Search from user list even if you don't know the person.



Use webmail for business-related communications, etc.

When teachers who do not know each other want to get in touch, they can search the user list.

If I want to send a large file to multiple people, I share it via circulation or report.

#### Equipment Reservation

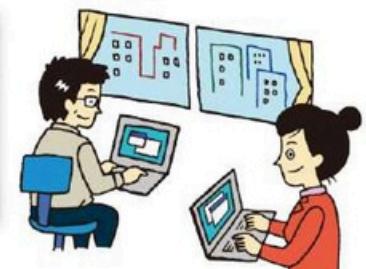


I like that I can quickly find a room that's available at the time I want to use it.



The management of over 20 conference rooms at the university alone is consolidated into equipment reservations. We can now reserve facilities in remote locations across the large campus, which has increased utilization efficiency.

#### Facility Reservation



It is difficult for teachers and staff to gather together in one place. The use of electronic conference rooms has become established, primarily for communicating about schools and keeping records of such conversations.

**Leverage the advantages of web-based systems to reduce document mailing costs, improve information sharing efficiency, and achieve paperless operations.**

Check emails once a day  
Enforcing this rule  
has improved PC usage.

153  
USERS

Kyoto Notre Dame University

#### Webmail , Address Book

First, login once a day!

It's intuitive to use even without the instructions.

Once you get used to webmail, you'll naturally understand how to use the other features.



We have it made rule to check emails once a day to prevent any missed communication or omissions on campus. The address book manages the email addresses of faculty and staff on campus. It is used as an emergency contact list.

#### Information

災害時の緊急避難について

休講・臨時授業のお知らせ

ふむふむ

なるほど

It seems like important communication is now being properly communicated and confirmed.

It is used for announcements within the university and for sharing information between faculty and staff. Together with the webmail, it serves as the central point for sharing information within the university.

#### Document Management

申請書一覧  
ダウンロード

会議資料  
アジェンダ

カンファレンス  
議事録



It is used to manage application forms and minutes for each department, and to distribute meeting materials in advance and view them on a PC, which helps to streamline meeting proceedings and go paperless.

**Utilizing the school's social network to share ideas from the field and improve educational outcomes.**

Established a low-cost information sharing system that connects 12 schools and 80 departments.

**500  
USERS**

School Corporation

The illustration shows four people (three men and one woman) using laptops and desktop computers to access a central digital interface. The interface displays a 'Schedule' section with a grid of colored boxes representing events or classes, and an 'Equipment Reservation' section with a similar grid. A green circular icon with a share symbol is positioned between the two sections. To the right, three hexagonal icons represent different locations: '教室A' (Classroom A) in orange, '教室B' (Classroom B) in green, and '会議室' (Meeting Room) in purple. Below the interface, text reads: 'Publish and share schedules for all faculty and staff. We are now able to centrally manage curriculum and timetables and share information across the entire school.'

The illustration shows three people: a man in a light green shirt working on a laptop, a man in a brown jacket and glasses working on a computer, and a woman in a red sweater holding a tablet. They are engaged in a discussion. Speech bubbles say: 'I see, there's another way to think about it!' and 'It's convenient for small consultations and exchanging opinions.' Below them, a screenshot of the digital interface shows a list of users and a chat window. Text at the bottom states: 'This allows for the rapid transmission and exchange of ideas and opinions that are difficult to convey via email, etc. This has been effective in improving lessons and sharing motivation for teaching staff.'

The illustration shows four people in an office setting. One person at a desk with a laptop says: 'There are variety of options!'. Another person at a desk with a laptop says: 'It's easy to post opinions online.' In the background, there are large screens displaying various data. Text at the bottom states: 'It is used to collect practical opinions such as requests from employees and career plan preferences. It is now possible to compile a variety of opinions.'

**Significant improvement in administrative work through paperless operations and loss-free notification and communication thanks to digitization of printed materials.**

Electronic teaching materials are managed as documents and posted on the website to enable information sharing both internally and externally.

Examples of use by education boards and high schools.

#### Document Management



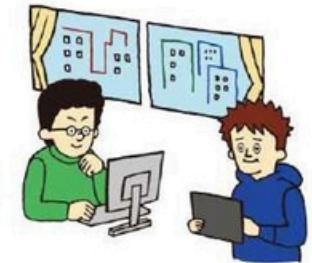
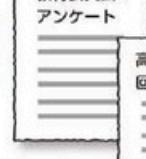
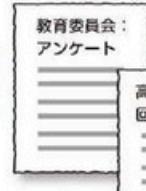
#### City Education Department



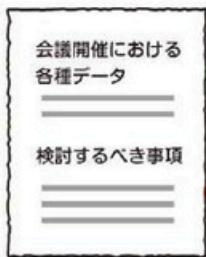
#### School Officials



#### Questionnaire



#### Circulation/Report



#### Circulation/Report



#### Circulation/Report

You need to check the meeting materials in advance.



It would be more efficient if everyone came to the meeting with their opinions in advance.



Separating communication from discussion to reduce meeting time. Circulation and reports are used for public notices. It is also used for communicating emergency responses in the event of a disaster.

**Please feel free to contact us with any  
questions about features or pricing, or if you  
would like to discuss implementation.**



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