**Outlook Tasks Integration with UPRAiZAL**

* We need to create an Add-In to Import Tasks created as Outlook Tasks (MS Outlook) into UPRAiZAL
* Previously in older version of UPRAiZAL and MS Outlook the Add-In was created.
* Once the tasks are available in Outlook Task – they should be imported into UPRAiZAL upon click of a button or Auto import depending on the setting in Configuration.
* These tasks should be imported with their original Task ID (similar to other Add-In’s).
* Once These tasks are available in UPRAiZAL – they become UPRAiZAL task and the same Upraizal task flow will be valid for these tasks also - Self Rate , R1 rating , R2 rating.
* As soon as the task is Complete in UPRAiZAL it’s status should also be updated in Outlook Task window.
* Only the relevant fields required by UPRAiZAL need to be picked up while importing Outlook Tasks.