

# Fundamental of Cloud Computing & Enterprise

*Course Code IT413*

*Module – IV*

*Working from your Services to Clouds and Cloud Services*

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## **Descriptors/Topics**

Defining Meta Services

Creating the service directory

collaborating on calendars

Schedules and task management

exploring online scheduling and planning

collaborating on event management

collaborating on contact management

collaborating on project management

collaborating on word processing ,spreadsheets and databases.

# Exploring Online Scheduling Applications

As anyone in a large office knows, scheduling a meeting can be a frustrating experience. Not only do you have to clear time from all the attendees' individual schedules, but you also have to make sure that the right-sized meeting room is available at the designated time. Experts claim that it takes seven emails or voice mails to arrange a single meeting; a typical businessperson can spend more than 100 hours each year just scheduling meetings.

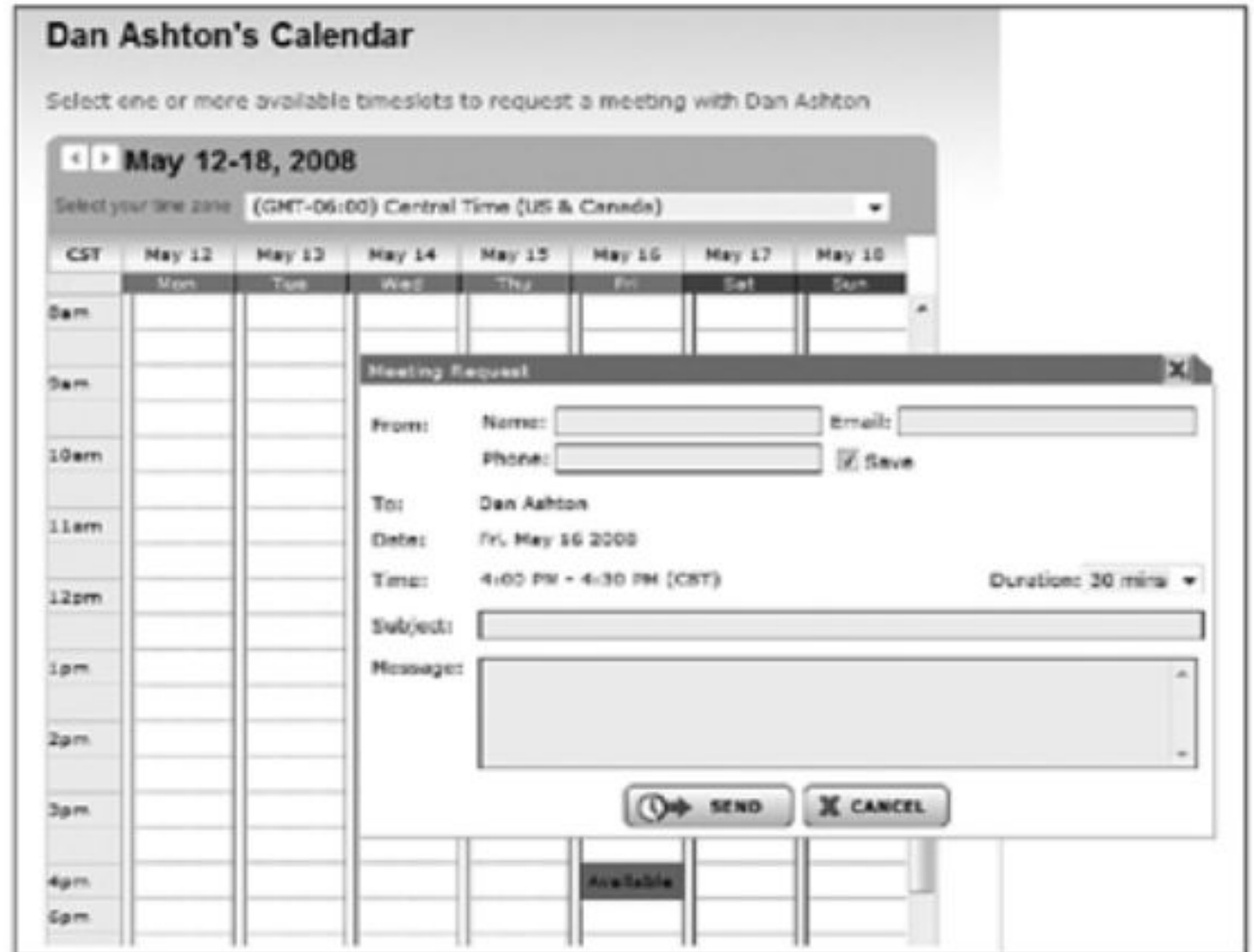


# Scheduling a meeting with Jiffle.

Professionals who schedule appointments with their clients—doctors, lawyers, hairdressers, and the like—face similar scheduling challenges. For this purpose, separate web-based appointment scheduling applications exist. These apps function similarly to traditional meeting schedulers, but with a focus on customer appointments.

## Jiffle

Let's start by looking at web-based solutions for meeting scheduling. Our first app is Jiffle ([www.jiffle.com](http://www.jiffle.com))



**Dan Ashton's Calendar**

Select one or more available timeslots to request a meeting with Dan Ashton

May 12-18, 2008

Select your time zone: (GMT-06:00) Central Time (US & Canada)

CST	May 12	May 13	May 14	May 15	May 16	May 17	May 18
	Mon	Tue	Wed	Thu	Fri	Sat	Sun
8am							
9am							
10am							
11am							
12pm							
1pm							
2pm							
3pm							
4pm					Available		
5pm							

**Meeting Request**

From: Name:  Email:

Phone:   Save

To: Dan Ashton

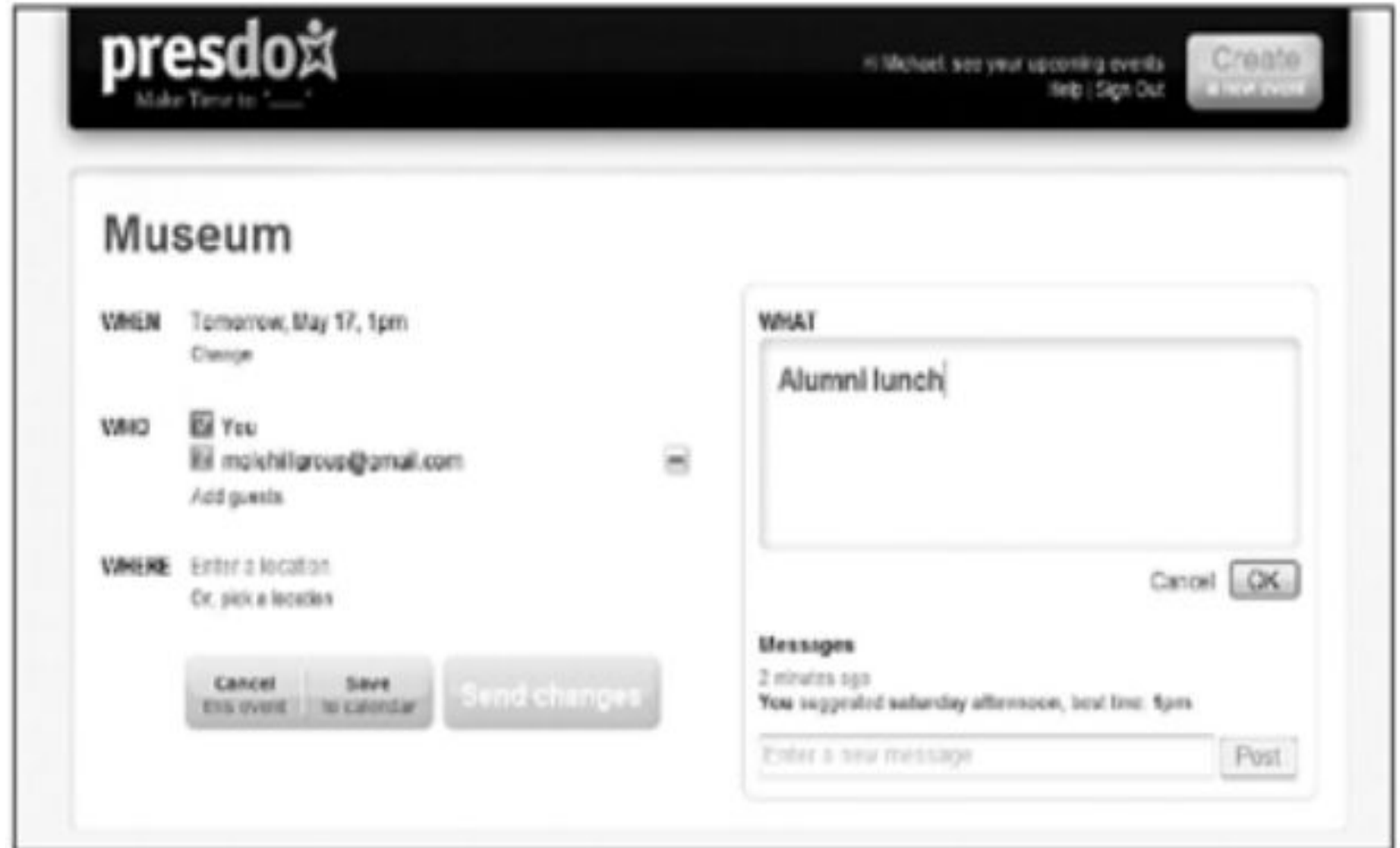
Date: Fri, May 16 2008

Time: 4:00 PM - 4:30 PM (CST) Duration: 30 mins

Subject:

Message:

- Presdo
- Unlike Jiffle, Presdo (www.presdo.com) is a scheduling tool that isn't limited to a single company. Presdo lets you schedule meetings and events with anyone who has an email address



## Windows Live Events

- Event scheduling is now part of Microsoft's bag of tricks. Microsoft's Windows Live Events ([home.services.spaces.live.com/events/](http://home.services.spaces.live.com/events/)) is a customized version of its Live Spaces offering; it lets Live Spaces users organize events and share activities between participants.

Schedule book ([www.schedulebook.com](http://www.schedulebook.com)) offers several different types of web-based scheduling services.

The company's three offerings are

- Schedulebook Professionals, which is a business-oriented schedule/calendar/planning application
- Schedulebook Office, which schedules the use of any shared resource, such as company meeting rooms or even vacation homes
- Schedulebook Aviation, which is used by the aviation industry to schedule aircraft, flight training, and similar services

**Thank  
You**