



Save Time with
messeji
in 3 steps...



Step #1:

**Invest Time to Save
Time! Create Your
Own Templates for
Every Type of
Meeting, So You're
Ready to Go With
One Click!**



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Manage Templates

Commercial Review

Introductory Meeting

Pipeline Review

Forecast Meeting

Contract Negotiation

Digital Transformation Workshop

Sales & Product Presentation

Discovery Meeting

Product Roll-Out

Customer QBR





Step #2

**Assign Tasks Straight
After Your Meeting,
With Meeting Wrap-
Up - Delegate &
Follow Up!**



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Follow up tasks

5 follow-up have been assigned

Update your assigned follow-up tasks or add new follow-up tasks.
You can track follow-up on your task list.



Send out Meeting Recap



Schedule Follow up Meeting



Set up Due Diligence review

ating with Customer Success to



Step #3

Search For Your Meetings & Tasks in Seconds



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Willow Bailey

Finalise Reports with Customer Success
Willow Bailey

Discovery Meeting - Yellow Inc
Willow Bailey

Update Sales Deck Specific to Industry
Willow Bailey

Follow-U

TASK
December 10

MEETING
December 9

TASK
December 8

Product Roll-Out

BLUE & CO
Due: 1 Dec

Confirm Meeting Time
Contract Negotiation

BLUE & CO
Due: 2 Dec

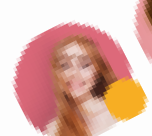
Set Meeting
Contract N

BLUE & CO
Due: 2 Dec

TASK STATUS



ATTENDEES





messeji

Drive Your Sales
Cycle, Impress Your
Customers, and
Close More Deals

www.messeji.com

