



OneOffixx – the Swiss Office tool that provides practical functions for increasing workflow efficiency and productivity

Get more out of OneOffixx.

The template management system supports text modules for both documents and e-mails, making work simply more fun!



Key benefits of OneOffixx

- High text quality thanks to text modules
- Timed advertising campaigns
- Provides standardized templates for all documents
- Standardized e-mail signatures



swiss made
software

**Quicker, simpler,
more efficient!**

OneOffixx key functions

OneOffixx automates standard functions and significantly increases the productivity of all employees. No more laborious typing of recurring or standardized texts. The Marketing or Communication department creates effective documents with OneOffixx that are accessible to all employees. OneOffixx also provides numerous useful additional functions at no extra cost.

Address integration	OneOffixx has many interfaces in CRM, professional applications or online directories for quickly searching for addresses and integrating them in the relevant correspondence.
Multiple letters	In OneOffixx, you can simultaneously integrate up to 25 addresses. This makes it possible to create simple letters with similar content, instantaneously, and without any configuration efforts.
Signature management	Depending on the profile selected, additional signatories are automatically displayed in the document, ensuring compliance with signature management.
Editing the profile	A profile can be created for each role held by an employee within the company. Thanks to the approval of a profile, correspondence can be created in the name of another person. You can quickly change between roles and brands in OneOffixx.
Text modules	Text modules prevent typing errors and significantly increase the quality of the text. The creation of text modules is included in OneOffixx's basic price for each user.
Collectively used text modules	The authorization parameterization manages who can create collectively used text modules for which topics, and the user group authorized to use them. You do not need any administration software for this process.
Personal text modules	Each OneOffixx user can create personal text modules that are available on all of the user's devices.
Text modules directly in Word and Outlook	Text modules can be called up and inserted in Word and Outlook directly from the sidebar using the drag and drop function or by double-clicking them. And it is just as simple to define and save them!
Template editor directly in Word	Word layouts are maintained directly in Word using the what-you-see-is-what-you-get principle. You do not need any separate software or additional licenses.
Standardized e-mail signatures	All e-mail signatures comply with your corporate design and are managed centrally. And, naturally, you can select various senders, from different companies to other persons, if an employee has a representative.
Word and e-mail campaigns	OneOffixx provides controlled actions with image/text campaigns that depend on time, language or organization, thus making it possible to easily and centrally manage trade fair attendances, events or advertising add-ons.
Labels, envelopes, and address sheets	All applications can be generated directly from the letter template. With the intelligent print mode, you can re-use label sheets until all labels have been used up.
Form templates	Templates can be marked as protected. This ensures that only authorized text passages can be edited.
Multilingual templates	Templates may contain several languages. Multilingual templates prevent templates from being copied. The number of languages is unlimited.
Importing third-party templates	Non-MS Office templates can be easily imported into OneOffixx and organized. The OneOffixx client becomes the template center for all types of documents.
Online and offline capabilities	OneOffixx automatically synchronizes all data required for the user on the local client. The synchronization process runs in the background and does not require any user activities. This ensures that documents can be created from OneOffixx without any limitations, even when employees are away from their workstation and not connected with the company network.