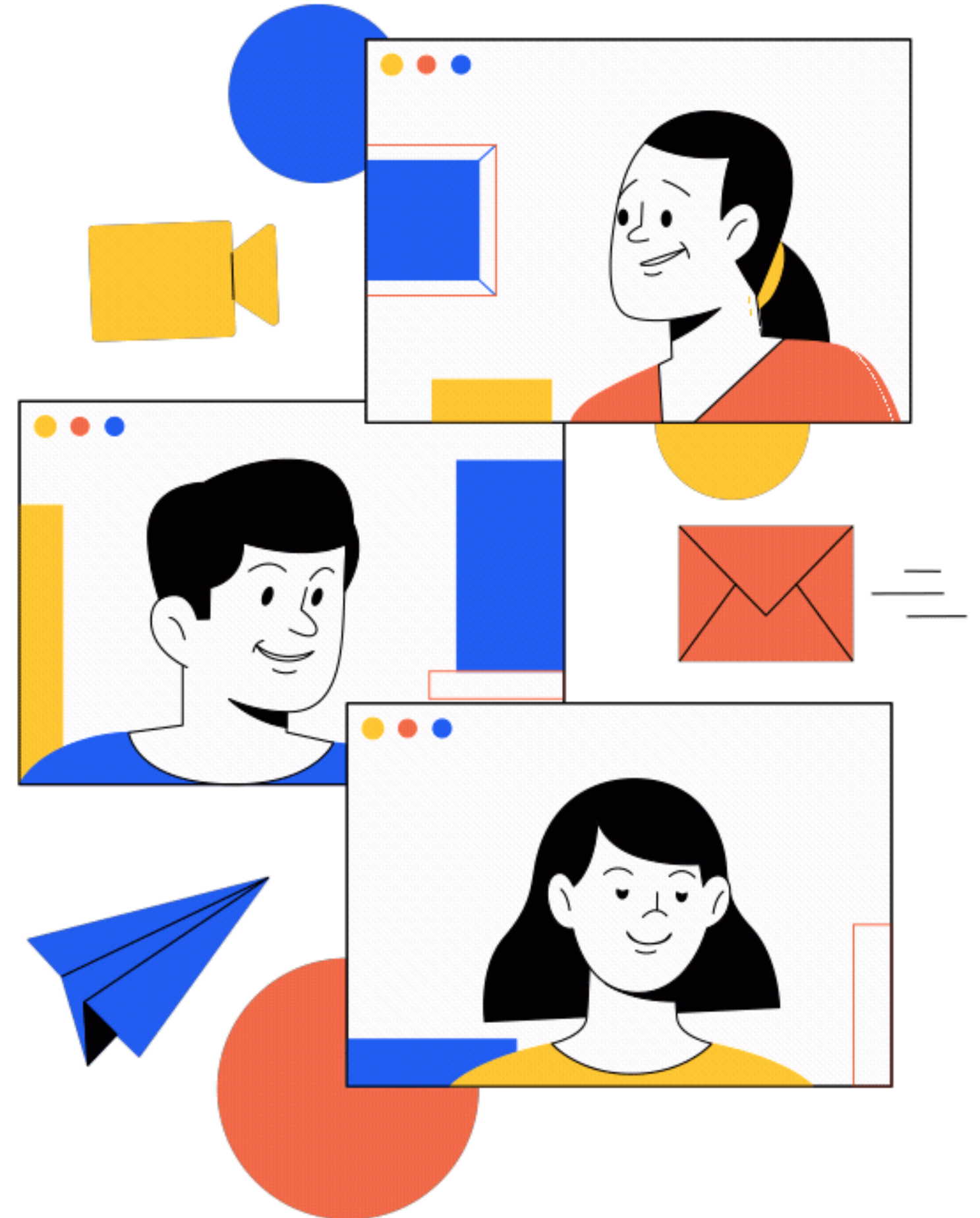




# MICROSOFT 365 WORKSHOPS

From zero to hero in Cloud Productivity and Collaboration



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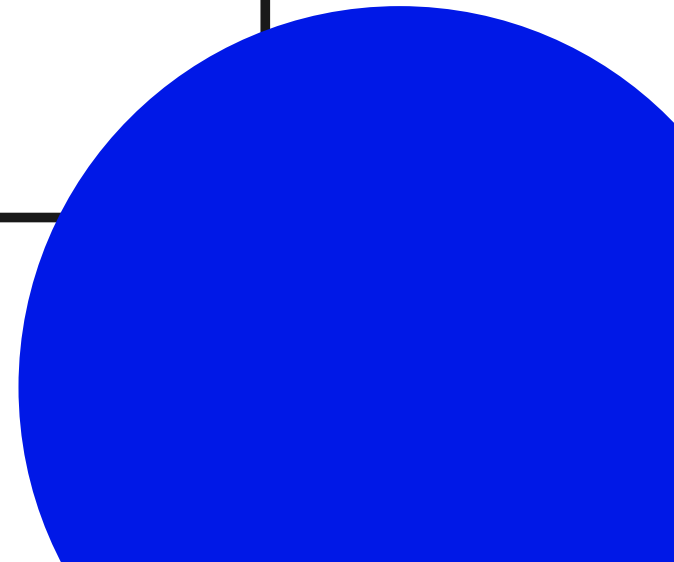
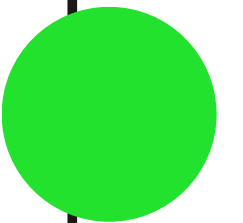
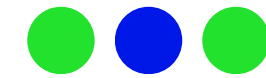
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# INTRODUCTION

**Our Microsoft 365 Workshops have as goal to help Organizations all over the world define their Cloud and Adoption strategy of Microsoft 365 Apps and create a plan for implementation that takes in consideration Security, Compliance and Governance issues as well as Change Management.**





# **MICROSOFT 365 WORKSHOPS**

## Phase 1: Knowledge of the Company and challenges

The first step is to meet all the leaders and top management of the Company to understand their problems in terms of productivity and collaboration and what they want to do.

## Phase 2: Help define a strategy and action plan

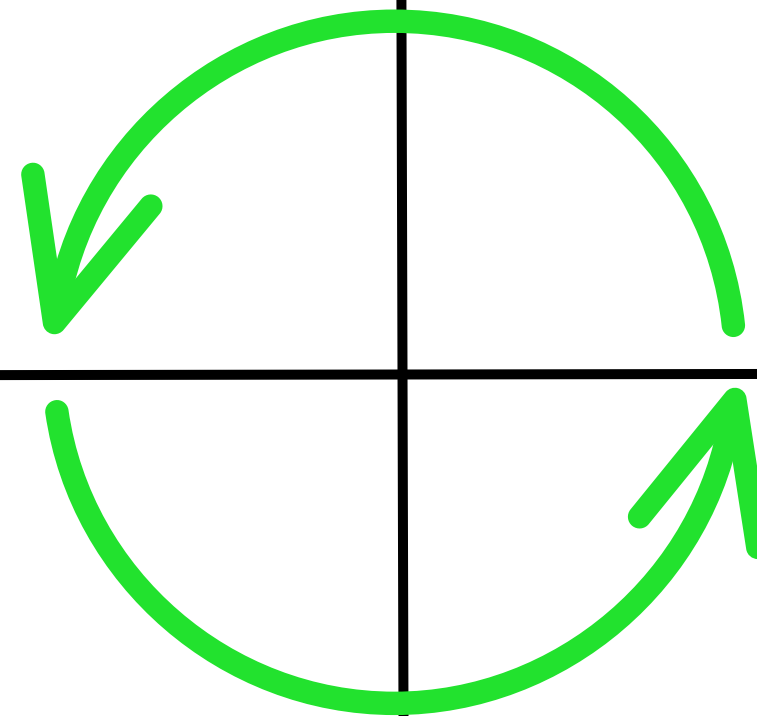
With all the information collected in the Phase 1, we will define a strategy and action plan that we think is the best to meet your needs. The document and action plan will be discussed and change what is needed.

## Phase 4: Training and change management

In this phase, we will do training sessions with key users for explain the strategy and use the real scenario defined in Phase 3. This Phase is a continuous work of Change Management for the users.

## Phase 3: Develop real scenarios

In Phase 3 we will implement some case studies/ pilots with the Customer for help understand one real process that will be the base for training sessions .



## Action 1

- Meetings with Top Management and Managers/ Directors of Business Units and Departments of the Company

## Action 2

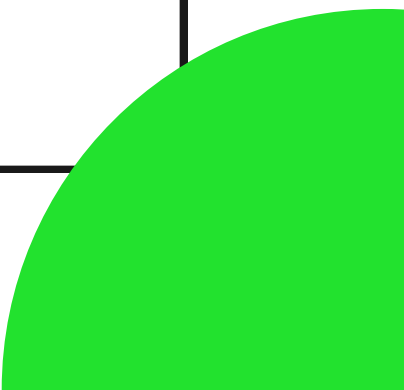
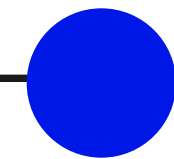
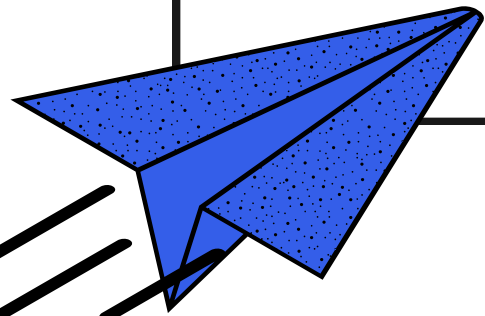
- Collect all the feedback and design a Strategy and Action Plan that is presented to Managers and Directors.

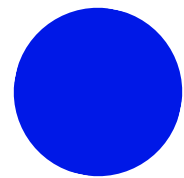
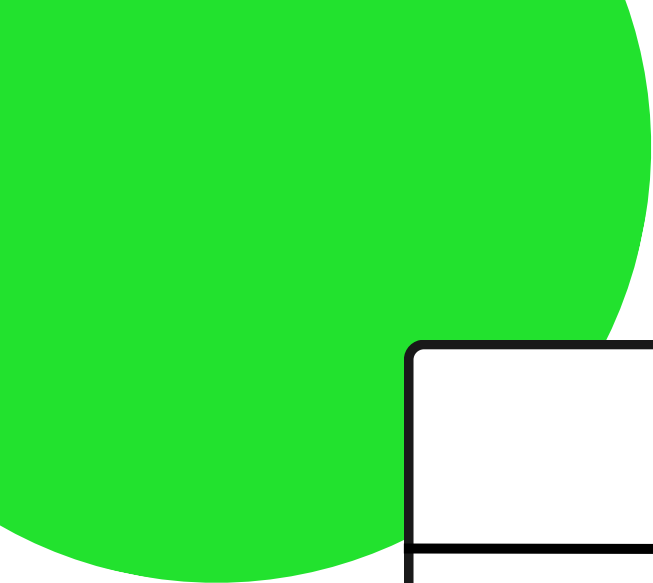
## Action 3

- Define real scenarios for implementation.
- The users need to have concret applications and stuff to work on and not only concepts.

## Action 4

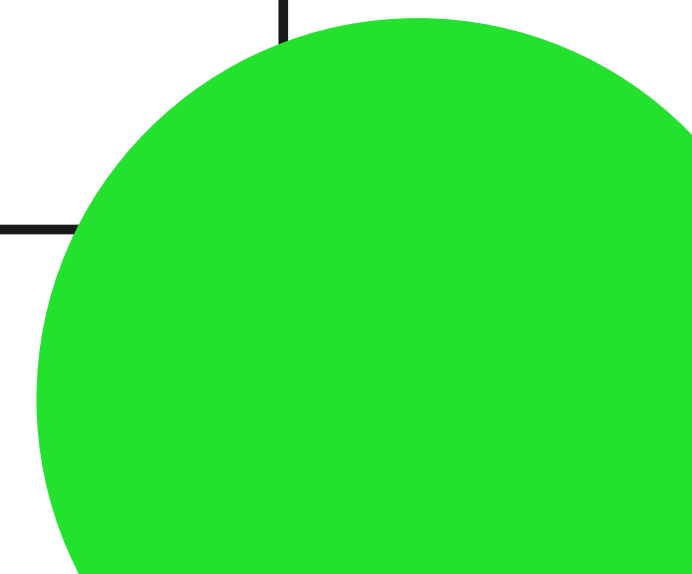
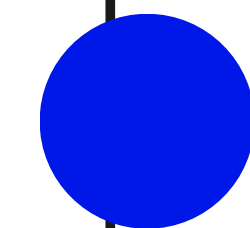
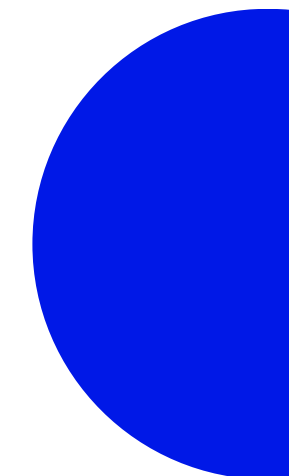
- Training sessions and Change Management Workshops with Key users.





# OUTPUT

**Organizations use more of the applications that they have in Microsoft 365 suite and take advantage of productivity and cloud adoption.**



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**THANK  
YOU!**

