Define your strategy
Collaboration to transform your business

Digitally transform internal collaboration

Collaboration and communication are commonly listed as top priorities for an organization, yet 60% of businesses do not have a long-term plan for communications and collaboration.[1] Technology plays a major role in facilitating collaboration for 83% of the workforce, but over half of these users struggle to properly use available tools.[2] There is a high level of stress felt by 80% of employees due to ineffective company communications.[3] Addressing these issues requires a clearly defined collaboration strategy that maps to the business goals, allowing the technology to play a supporting – *rather than leading* - role. To do your best work to enable an organization to grow beyond expectations, you must have people with a diverse background. But how do you bring together all these people from different cultures, different generations, located anywhere in the world to collaborate and share ideas? You enable them by defining the key elements of your strategy processes including Governance, Change Adoption, and Training – understanding that today's business success depends upon it.

The right strategy is scalable for any small company in any industry to the largest enterprise company on the planet. Everyone is enabled to work real-time in a seamless way, the way they expect to work today. It empowers any team to take a good idea and make it an awesome idea. This is how the world of tomorrow will work – today.

[1]*(Source: Workforce - https://www.workforce.com/news/poor-internal-communication-can-be-a-costly-mistake-for-businesses)*
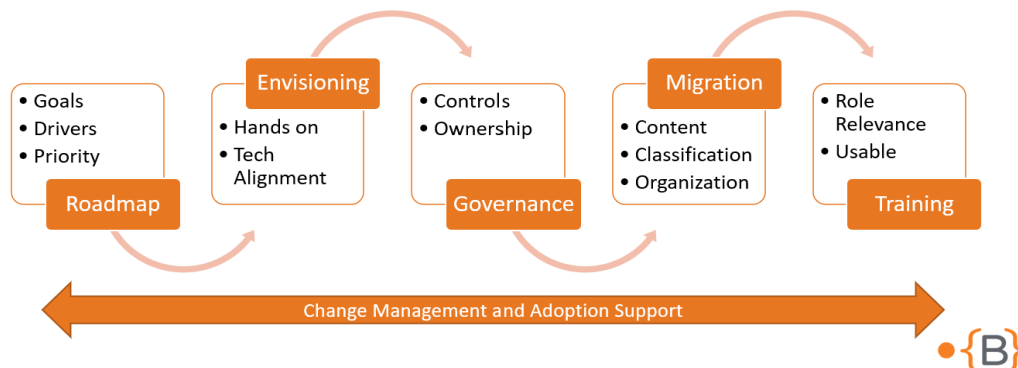[2] *(Source: Alfresco - https://www.alfresco.com/whitepaper/collaboration-trends-and-technology-survey-knowledge-workers)*
[3]*(Source: Dynamic Signal - https://dynamicsignal.com/2019/03/20/2019-employee-communication-and-engagement-study/)*

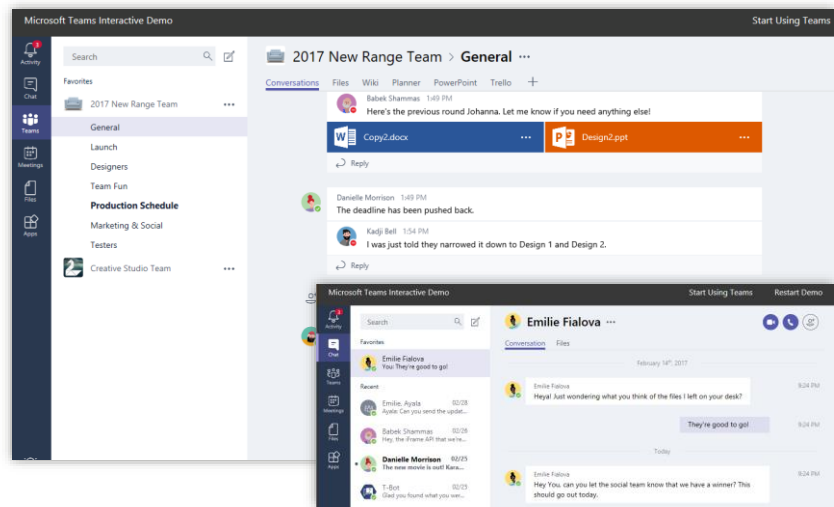## The next generation at work

Microsoft 365 can become a major part of the digital transformation of an organization. As the millennial generation continues to enter and grow in today's workforce, they are looking to use apps and tools at work like what is offered in the consumer space on smartphones and tablets. Microsoft 365 provides the perfect experience this new generation craves while offering the features and ease of functionality that older generations desire as well.

Collaboration Strategy

- Goals
- Drivers
- Priority

Roadmap

Envisioning
- Hands on
- Tech Alignment

- Controls
- Ownership

Governance

Migration
- Content
- Classification
- Organization

- Role Relevance
- Usable

Training

Change Management and Adoption Support

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Collaboration Strategy
Session Information & Details

• Collaboration Roadmap

The facilitated **Collaboration Roadmap** session is used to understand what scenarios are most important for sharing and collaborating in the organization. Key areas surfaced during interviews will be the starting point for this content, with a deeper dive into the specific business needs which are of highest priority. The roadmap session builds a collection of Use Cases and Goals which will:

✓ Define what success looks like and defines success criteria
✓ Identify the unique vision, needs, and goals of the business
✓ Build deeper engagement with the business stakeholders
✓ Support the digital transformation journey for internal communication and collaboration

• Microsoft 365 Envisioning Session

The **Envisioning Workshop** is a facilitated hands-on session to test-drive M365 and solutions through simulated, everyday business scenarios. During the session, Breakpoint Technology will provide a skilled facilitator to walk the group through business scenarios using the latest Microsoft online services. This workshop will allow your organization to experience how the M365 platform can support the priority collaboration use cases identified during roadmap development sessions. The envisioning process starts framing how technology can support the collaboration strategy.

• Governance, Migration, and Change Management & Adoption Plans

The rich set of tools provided by M365 requires planning to ensure they are delivered and provisioned in a manner that aligns to the goals of the business. An initial Governance Plan will be developed during a facilitated session to define who should be able to create and manage the Teams driving the creation of resources.

Breakpoint Technology will work with the client to identify existing content with the potential for migrating to M365 and develop a roadmap for the migration. The migration plan will include estimated costs for the actual migration process.

The incorporation of M365 into how your staff works will be a change to daily practices and routines.   This type of change requires planning, communication, and training to be successful. Breakpoint will work with your leadership stakeholders to create a plan for change that fits your organization's culture.   This plan will include timely messaging and standard training content to ensure your staff are aware and excited about working with the new platform.

• Breakpoint Technology is your trusted technology advisor

Breakpoint Technology focuses on helping our customers solve business process and data management problems. Our approach is always to start with understanding the business need first, without rushing to push a specific technology. As an experienced Microsoft Gold Partner, our focus is on the long term rather than the quick fix - which is why we selected the name "Breakpoint" - taking the time to pause and find the best solution.
We leverage the latest technologies, such as O365, Power Platform, and Azure to design process solutions that help our customers drive success. Leveraging a combined experience of over 25 years , our solutions allow customers to optimize real working solutions - empowering users to do more every day.

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