delaware

WORKSPACES

6 ESSENTIALS TO MAXIMIZE TEAMS

1

Team creation

- Allow everyone to request Team
- Detect similar Teams
- Configurable approval mechanism
- Multi-geo support

2

Context and naming convention

- Classification of Teams
- Classification-based Team metadata
- Team metadata-based search and discovery
- Metadata-based naming convention

3

Team structure and content management

- Team classification-based channel/tab and folder structures (templates)
- ~~Team metadata propagated to channel-related documents~~
- Optional site improvements

4

Security and sharing

- Distribution and security group synchronization
- Business-managed external sharing approval
- Team-specific and automated periodic access reviews
- Pro-active ownership governance

5

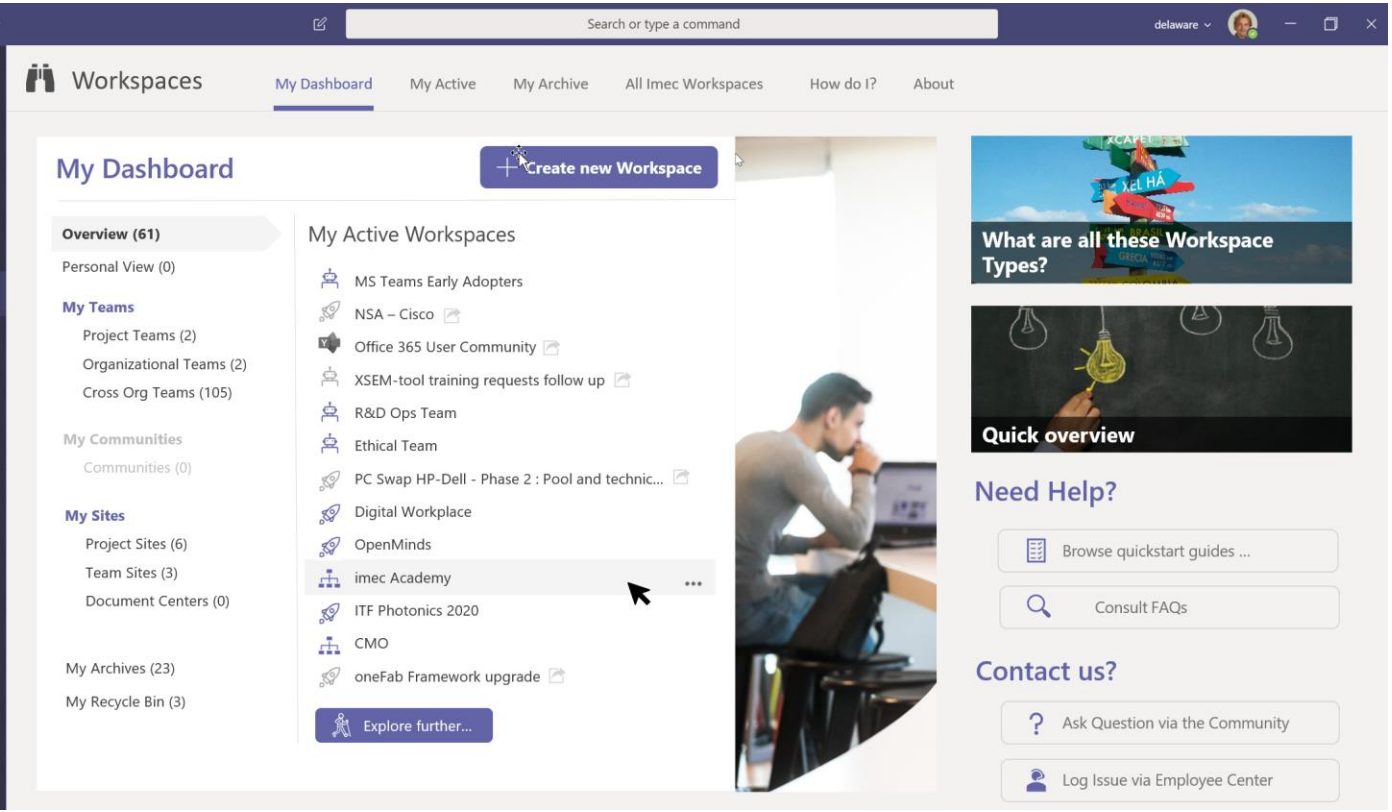
Lifecycle management

- Team classification- and activity-based auto-archiving and auto-deletion
- Multi-step notification process

6

User management

- Business-controlled new , replace and remove employee scenarios
- Automated guest clean-up



MY COLLABORATION HUB

A **dashboard app** in Teams, providing a single point of entry to a user's collaborative workspaces. It is providing **self-service** capabilities, while at the same time enforcing **organizational governance** via contextualized template-based workspaces, business rules-based workspace creation and lifecycle management.

Step 1 of 5

Presales Team

Work on a new Sales opportunity from CRM or Hubspot via a dedicated Team. Building multiple opportunities is possible into one Team, but not recommended.

Project Team

Every customer code (e.g. SCRX0022) is the starting point for a Project Team. A Project Team will be your central hub for communication, the creation of customer deliverables and project management or administration activities.

GLS Team

Host all support services per customer in a GLS Team. Only use this type for customers with an official AMS/GLS contract.

Organizational Team

Set up an Organizational Team to collaborate with colleagues on a business plan or within a solution, team or domain.

Community Team

Set up a Community Team to collaborate with colleagues on a specific topic. This could involve a community of interest, a working group, an idea you want to explore or even a training.

Cancel

Step 2 of 5

Project code *

IGMO0002 | Retrieve

TIP : You **cannot** start a project without a code in S4. If you don't have it yet, please create it first in S4 (open now in new window). Even if it is in stage 'in planning', that's fine.

Project name *

Office 365 roadmap

Customer *

IGEMO

The initial dropdown only shows the first 500 items, start typing to get more accurate results.

TIP : Select "New Name" if the customer is not available.

Customer code

IGMO

Solution(s) *

Belgium | Digital Workplace ×

Cancel | Previous | Next

Step 3 of 5

Title *

IGEMO - Office 365 roadmap

TIP : Feel free to adjust the automatically proposed title, but use the same format.

Description *

Roadmap defition

Privacy *

Public - content is visible for everyone

Content Sensitivity *

Internal use - information can be shared with any identified user (own company or external)

Allow External Guests?

No

If enabled, owners & members can invite external guests from outside delaware. These guest will have access to ALL conversations & files in this Team!

Cancel

Previous Next

Step 4 of 5

Owners *

Desaranno, Serge | Start typing to get suggestions

Principal Owner *

Desaranno, Serge | Start typing to get suggestions

Members

Start typing to get suggestions

Account Partner

Scheipers, Geert | Start typing to get suggestions

Account Manager

Scheipers, Geert | Start typing to get suggestions

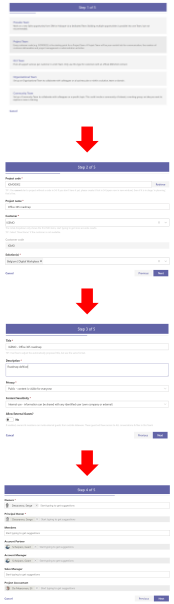
Sales Manager

Start typing to get suggestions

Project Accountant

De Meersman, Eli | Start typing to get suggestions

Cancel | Previous | Next



Step 5 of 5

We found 1 similar Teams! Are you sure you want to create this Team?

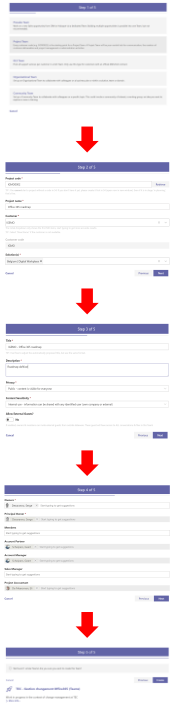
Cancel

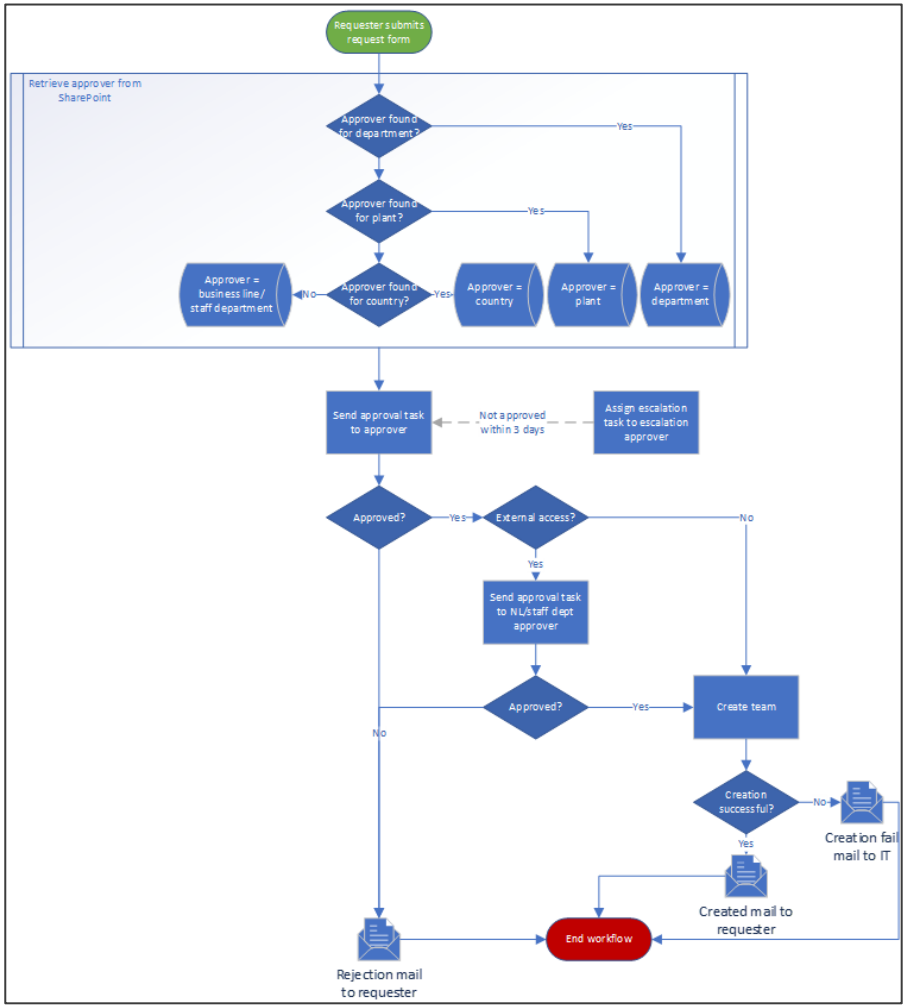
Previous | Create

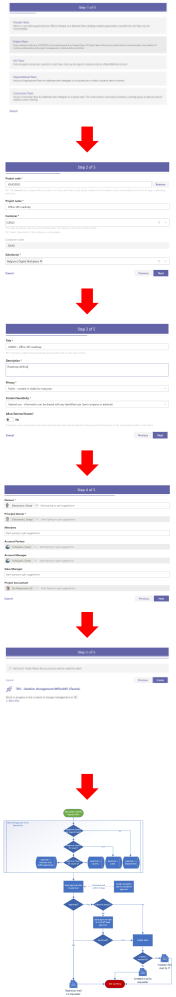
TEC - Gestion changement Office365 (Teams)

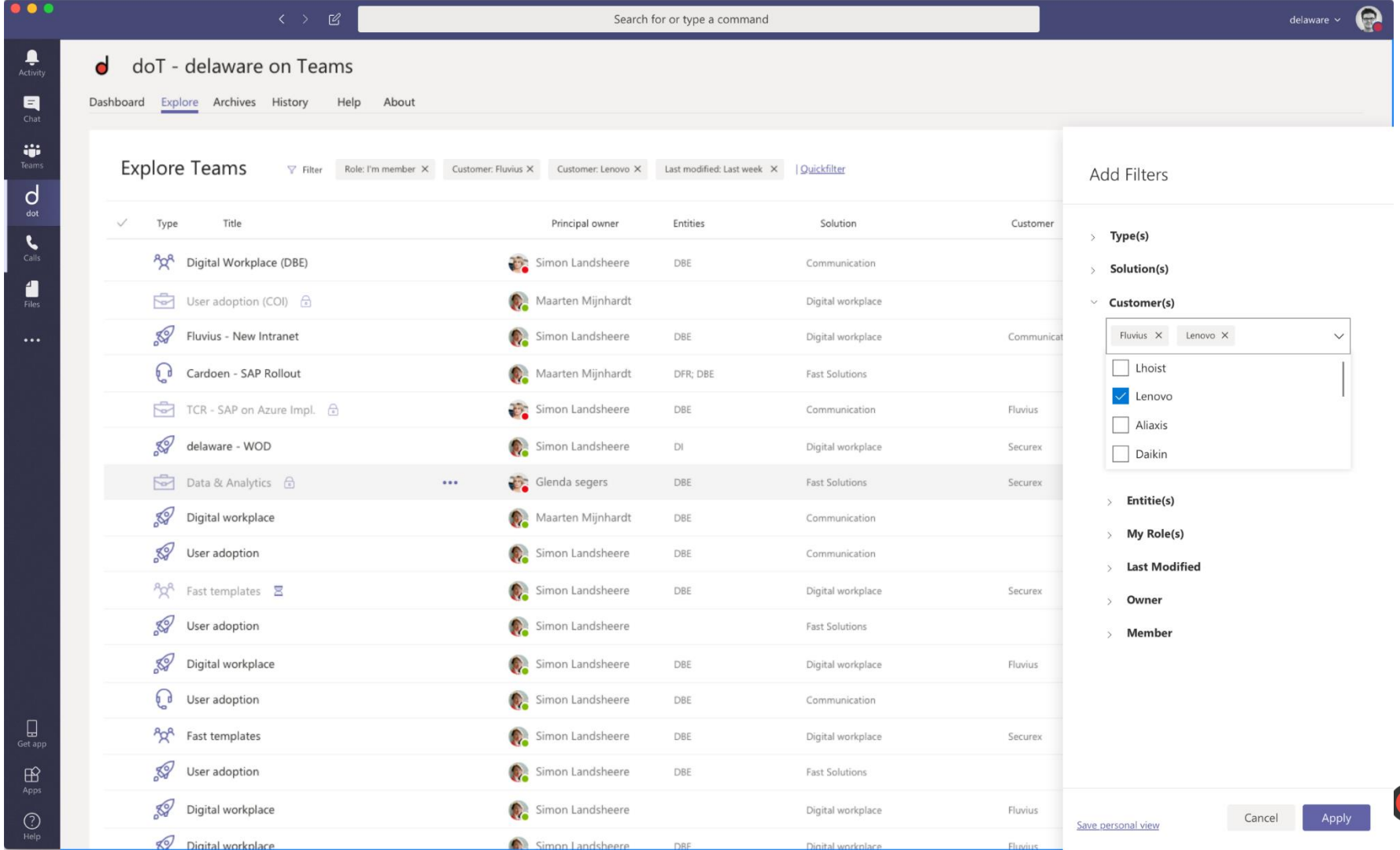
Work in progress in the context of change management at TEC

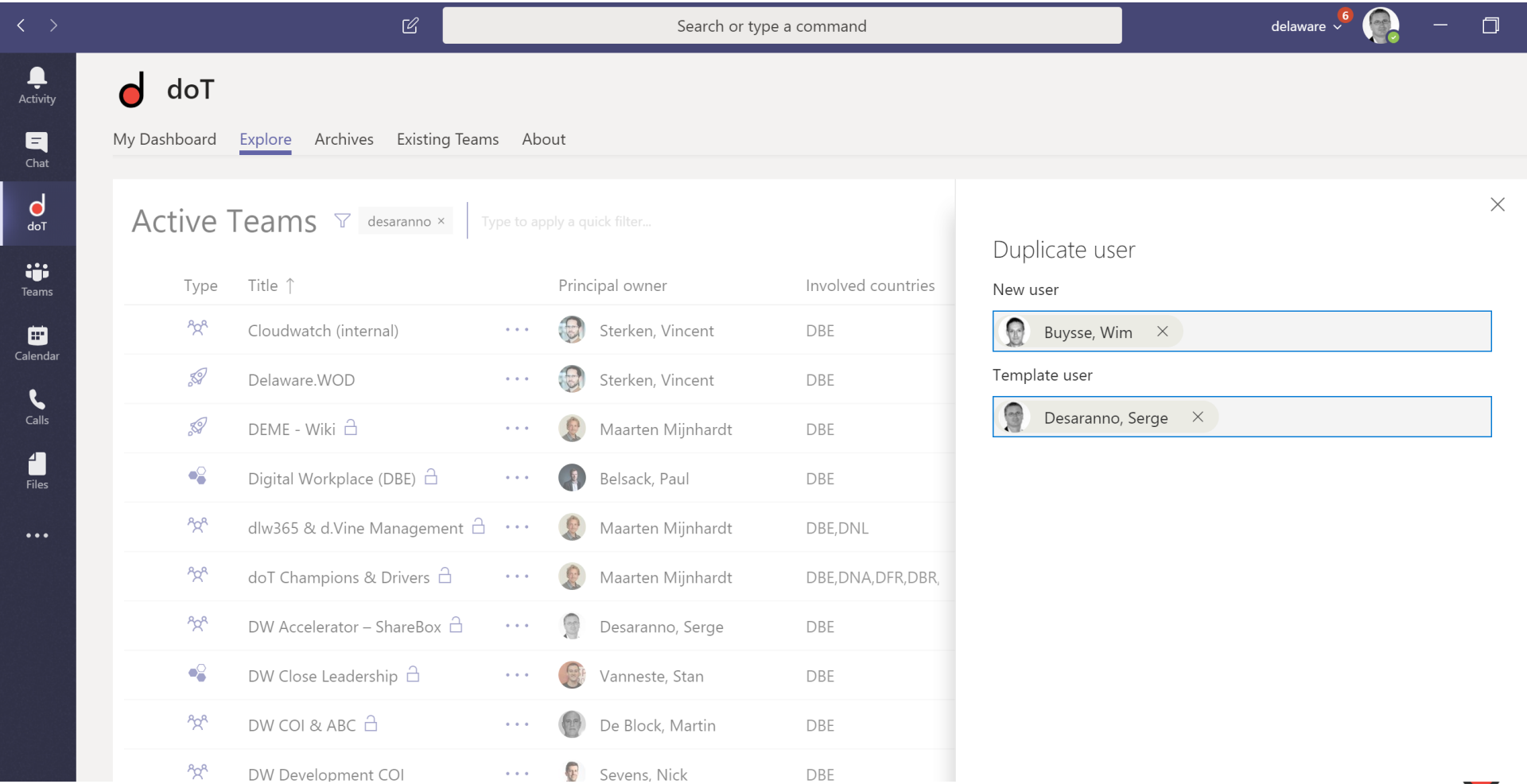
> More info...




Requester submits request form
Retrieve approver from SharePoint
Approver found for department?
Yes
Approver found for plant?
Yes
Approver = business line/ staff department
No
Approver found for country?
Yes
Approver = country
Approver = plant
Approver = department
Send approval task to approver
Not approved within 3 days
Assign escalation task to escalation approver
Approved?
Yes
External access?
No
Yes
Send approval task to NL/staff dept approver
Approved?
Yes
Create team
No
Creation successful?
No
Creation fail mail to IT
Yes
Created mail to requester
End workflow
Rejection mail to requester




Search for or type a command
delaware
Activity
Chat
Teams
dot
Calls
Files
Get app
Apps
Help
doT - delaware on Teams
Dashboard
Explore
Archives
History
Help
About
Explore Teams
Filter
Role: I'm member
Customer: Fluvius
Customer: Lenovo
Last modified: Last week
Quickfilter
Type
Title
Principal owner
Entities
Solution
Customer
Digital Workplace (DBE) Simon Landsheere DBE Communication
User adoption (COI) Maarten Mijnhardt Digital workplace
Fluvius - New Intranet Simon Landsheere DBE Digital workplace
Cardoen - SAP Rollout Maarten Mijnhardt DFR; DBE Fast Solutions
TCR - SAP on Azure Impl. Simon Landsheere DBE Communication Fluvius
delaware - WOD Simon Landsheere DI Digital workplace Securex
Data & Analytics Glenda segers DBE Fast Solutions Securex
Digital workplace Maarten Mijnhardt DBE Communication
User adoption Simon Landsheere DBE Communication
Fast templates Simon Landsheere DBE Digital workplace Securex
User adoption Simon Landsheere Fast Solutions
Digital workplace Simon Landsheere DBE Digital workplace Fluvius
User adoption Simon Landsheere DBE Communication
Fast templates Simon Landsheere DBE Digital workplace Securex
User adoption Simon Landsheere DBE Fast Solutions
Digital workplace Simon Landsheere Digital workplace Fluvius
Add Filters
Type(s)
Solution(s)
Customer(s)
Fluvius
Lenovo
Lhoist
Lenovo
Aliaxis
Daikin
Entitie(s)
My Role(s)
Last Modified
Owner
Member
Save personal view
Cancel
Apply


Search or type a command
delaware
6
Activity
Chat
doT
Teams
Calendar
Calls
Files
doT
My Dashboard
Explore
Archives
Existing Teams
About
Active Teams
desaranno ×
Type to apply a quick filter...
Type
Title
Principal owner
Involved countries
Cloudwatch (internal)
Sterken, Vincent
DBE
Delaware.WOD
Sterken, Vincent
DBE
DEME - Wiki
Maarten Mijnhardt
DBE
Digital Workplace (DBE)
Belsack, Paul
DBE
dlw365 & d.Vine Management
Maarten Mijnhardt
DBE,DNL
doT Champions & Drivers
Maarten Mijnhardt
DBE,DNA,DFR,DBR,
DW Accelerator – ShareBox
Desaranno, Serge
DBE
DW Close Leadership
Vanneste, Stan
DBE
DW COI & ABC
De Block, Martin
DBE
DW Development COI
Sevens, Nick
DBE
Duplicate user
New user
Buysse, Wim
Template user
Desaranno, Serge

REDUCED IT OPERATIONS COST

FAST AND MANAGED ROLL-OUT

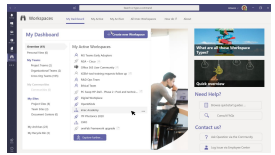
INCREASED TEAM EFFICIENCY

ENHANCED BUSINESS ENABLEMENT

FAST DEPLOYMENT VIA CONFIGURABLE SOLUTION TEMPLATE

TYPE OF TEAMS
TEAM METADATA
NAMING CONVENTION
WIZARD STEPS
WIZARD CONTEXTUAL HELP
VALIDATIONS
DASHBOARDS
AUTO-ARCHIVING/-DELETION NOTIFICATIONS
SIMILAR TEAMS DETECTION
ACCESS REVIEWS INTEGRATION
MULTILINGUAL
…

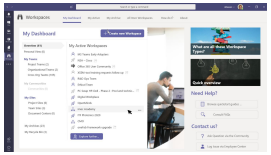
DELAWARE WORKSPACES SOLUTION

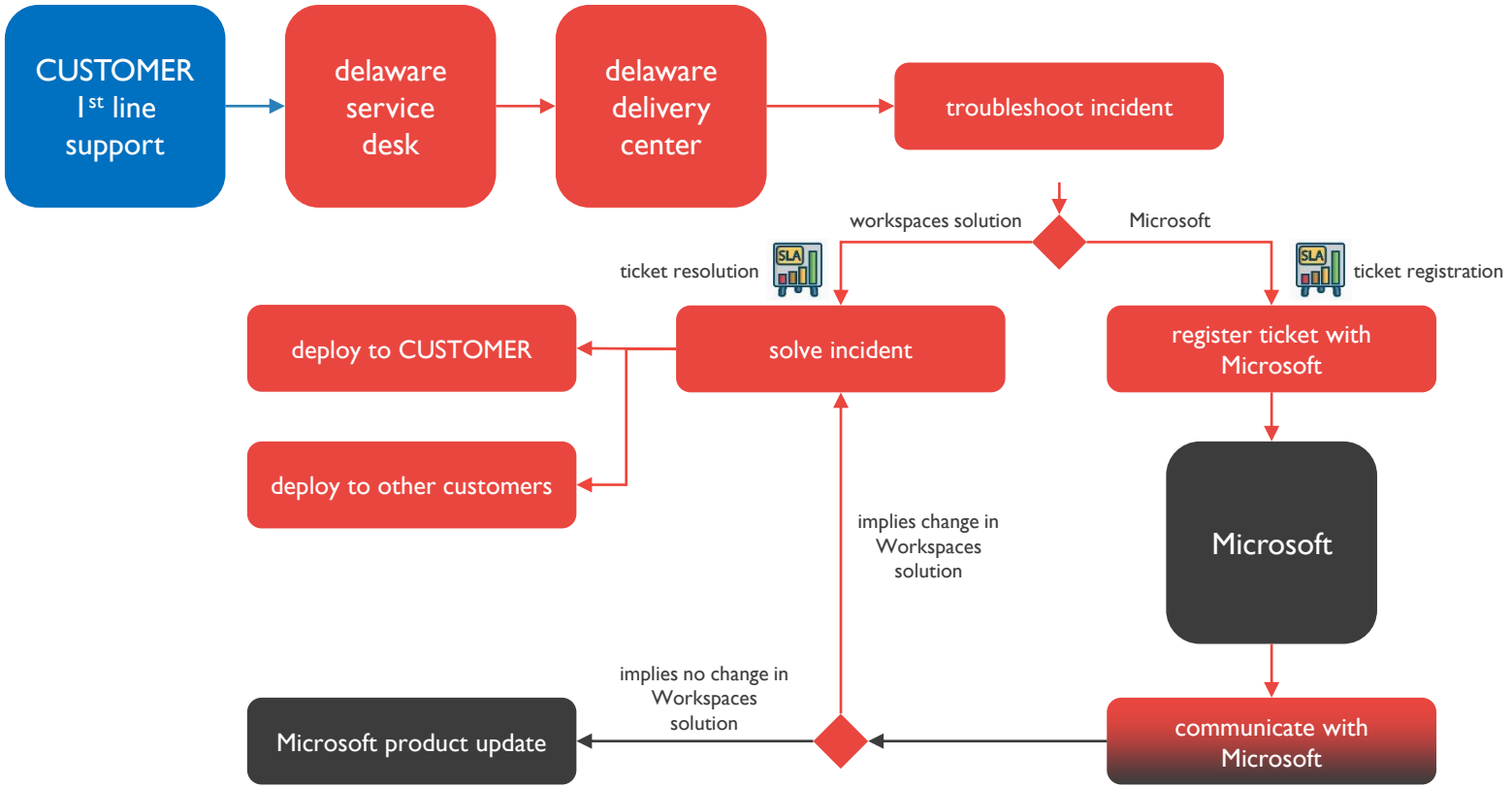


WORKSPACES incl. workshops, deployment and Teams governance setup		Cost/Capability (€, VAT excl.)
STANDARD EDITION	**PREMIUM EDITION**	
Workspaces with corresponding metadata	STANDARD EDITION	10.000,00
My Dashboard with configurable right pane to add links	Matrix-based creation and external sharing workflow	15.000,00
My Active view with free text search and filtering capabilities	Business managed workspace templates	7.500,00
My Archive view with possibility to re-activate	Owners/members allow security groups and related automated management	7.500,00
All workspaces view	Automated application of access reviews	2.500,00
Recycle bin with possibility to restore	Automated guest clean up if not logged in for specific period	5.000,00
Creation wizard with customer-specific contextual help (naming convention, similar workspaces detection)	User management actions supporting new employee, change of department, etc. scenario's	7.500,00
Auto-archiving/delete, per type, with up to 3 notifications	Multilingual	
Auto-check if at least one owner is still active		
Workspace based on template (public channels/tabs and public channels/folders)		
€30K (VAT excl.)	**€60K (VAT excl.)**	

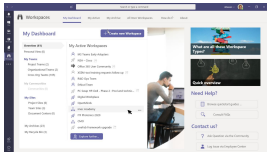
The standard and premium edition creation wizard can be extended with metadata validations and automated resolving - cost determined after analysis

MAINTENANCE AND SUPPORT





REFERENCES



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John Cockerill