



Microsoft Viva **EX**perience Series: Create a Purpose Driven Workplace in 12 Weeks

Retain top talent, boost engagement and
drive business value with Microsoft Viva



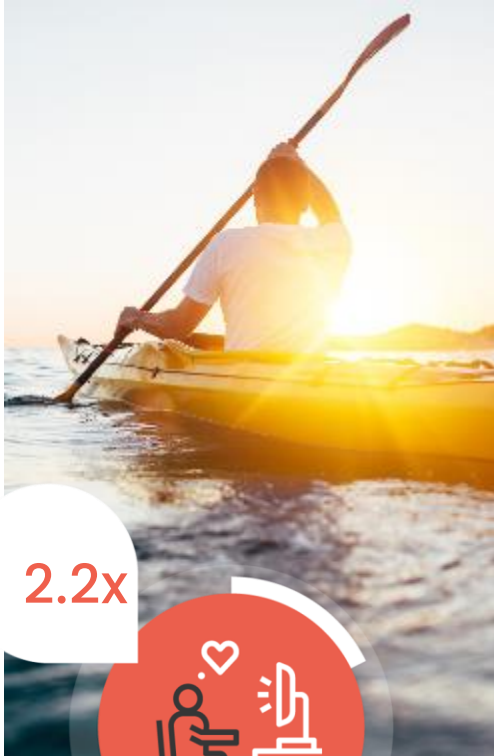
The Meaningful Work Package

The Microsoft Viva **EX**perience Series combines tech with Josh Bersin Academy's six pillars of Employee Experience to create people-focused, happy workplaces.

The first package in the series explores **Meaningful Work**, and how Microsoft Viva can help organisations promote a purpose-led workplace that unites employees around a shared mission, creates connections and drives business results.

This package is for organisations who:

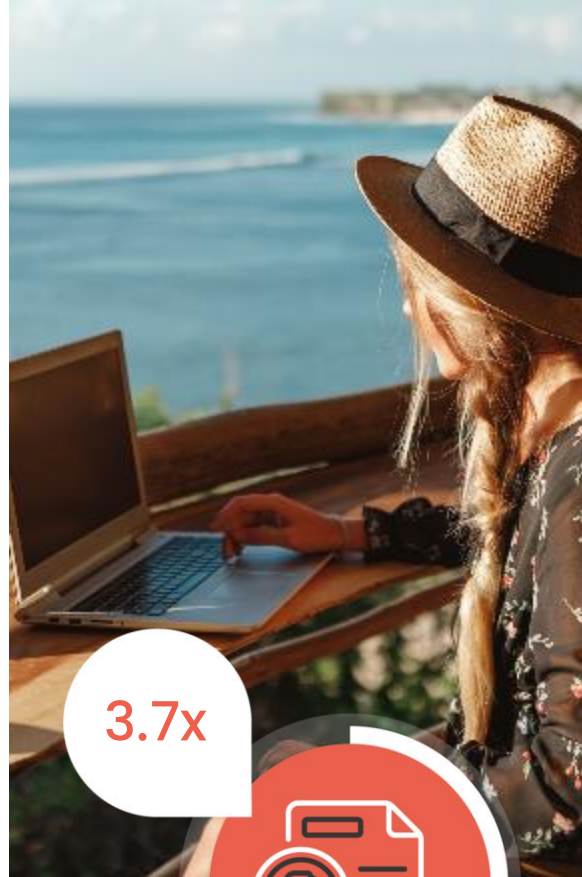
- Have 5000+ employees
- Have a remote, hybrid or dispersed workforce
- Need to overcome challenges like low engagement and productivity, and high attrition
- Are ready to make a long-term commitment to drive the employee experience through technology



2.2x



More likely to exceed financial targets



3.7x



More likely to adapt well to change



5.1x



More likely to engage and retain employees

Why EX excellence is important

A great employee experience can drive significant impact for business, people and innovation in your organisation.



What makes us different? We're glad you asked.

We're **Silicon Reef** – a trusted Microsoft Solutions Partner and the creators of Work Happy.

Work Happy is what happens when collaboration, productivity, employee engagement and wellbeing come together to create a culture where employees thrive.

We've combined our expertise with sector-leading research from the Josh Bersin Academy to craft a people-led implementation approach that leverages the power of Microsoft Viva to deliver business impacts relevant to today's hybrid working world.

What To Expect

The Meaningful Work package explores these Microsoft Viva modules:



Viva Engage

Show authentic, purpose-driven leadership and increase communication transparency.



Viva Learning

Share and track recommended tailored, role-specific learning.



Viva Insights

Use data to improve employees' productivity, work-life balance and wellbeing.



Viva Goals

Show employees how they contribute to business purpose with visibility into organisational goals.



Viva Connections

Transform your intranet into an interactive, two-way hub and boost engagement.

What To Expect

Phase 1

Strategic Consulting: Putting your 'why' into 'Work Happy'

- **Define technology maturity level** by completing The Josh Bersin Company and Microsoft's Employee Experience Maturity Assessment Tool
- **Organisational discovery and analysis** to understand EX landscape, define desired EX outcomes and agree measurable success criteria
- **Drive stakeholder engagement** with a workshop to present an overview of your organisational EX maturity compared to industry benchmarks
- **Define your technology solution** – using Microsoft Viva and other relevant tools – to improve the employee experience and achieve desired outcomes

Onboard Extended Team

- **Identify and onboard** early adopters, champions and change players
- **Drive training and guidance for leaders** to realise their investment in EX technology and increase buy-in for the changes

Setup and Technical Integration

- **Review technical readiness**, including relevant licenses and existing Microsoft 365 setup and usage, and produce a technical rollout plan
- **Plan content for the Viva Connections Dashboard** and set up authoritative sources for the feed
- **Assist with technical rollout**, including configuration, enablement, deployment and permissions



What To Expect

Phase 2

Drive Change Adoption and Usage: Helping your people make the most of Microsoft Viva

- **Launch awareness campaign**, supported by brand identity and visual assets, to build momentum and create excitement about the change
- **Determine communication channel mix** to amplify communications and training modules
- **Complete change adoption assessments and ABC scorecards** to monitor progress and review impact of implementation
- **Launch pilot programme** with early adopters, champions and change players, using feedback to guide and update launch plans
- **Roll out organisation-wide training materials** and virtual sessions with a training centre in Viva Learning
- **Expand to new scenarios**, stakeholders, users and champions



What To Expect

Phase 3

Measurement and Evaluation

- **Review post-launch analytics**, including usage metrics and adoption success rating (increase from baseline on ABC scorecards)
- Launch second round of **coaching with super users and change champions** to reinforce and sustain the change
- **Communications support to highlight change stories** & successes
- **Define BAU process** with project team and support with operational transition
- **Ad-hoc technical support** and customer support as required for the lifetime of the project



High-level timeline

Project plan to be provided as part of project initiation

Phase 1
Putting your Why into Work Happy
Week 1

Phase 2
Preparing your Champions & Tech Readiness
Weeks 2-6

Phase 3
Driving Change and Measuring Success
Weeks 7-12

Activities

- Kick off call
 - Bersin assessment
 - Organisational discovery and analysis
 - Define your Microsoft Viva solution
- Onboard and train champions and leaders
 - Review technical readiness
 - Plan content for Viva Connections Dashboard
 - Launch pilot programme
- Launch your Microsoft Viva solution
 - Coaching network and communications support to drive change
 - Review post launch analytics
 - Roll out to additional users and define shift to BAU

Deliverables

- Organisational EX discovery and analysis report outlining Microsoft Viva roadmap
 - Success metrics report
- Champions network
 - Technical readiness report
 - Viva Connections dashboard design
 - Status reports
- Deployed solution
 - Communications & Change plan
 - Post launch report

How Does This Package Align to the 6 Pillars of EX?

Meaningful Work	Strong Management	Positive Workplace	Health and Wellbeing	Growth Opportunity	Trust in the Organization
					
Jobs and values fit	Clear goals with stretch opportunity	Tools, processes, and systems to get work done productively	Safety and security in all aspects of work	Open, facilitated job and role mobility	Mission and purpose beyond financial goals
Autonomy and agency	Regular coaching and feedback	Appreciation, recognition, and rewards	Personal fitness, health, and physical wellbeing support	Career growth in multiple paths	Transparency, empathy, and integrity of leadership
Agile teams, supportive coworkers	A focus on management development	Flexible hours and workspace	Psychological and emotional well-being and support	Many forms of learning as needed	Continuous investment in people
Time to focus, innovate, and recover	Transparent, simple performance management	Inclusive, diverse, and sense of belonging and community	Family and financial support	A culture that supports learning	Focus on society, environment, and community

Drivers to a strong employee experience:

According to extensive global research from the Josh Bersin Company, the drivers to a strong employee experience include:

- A sense of **purpose** in our work
- Our **relationship with our managers** and how they coach and support us
- The digital, physical, and cultural **workplace**
- A focus on **holistic health and wellbeing**
- How we **grow and develop**
- How much we **trust** the organisation



Get in Touch

For more info on the Meaningful Work package, and how you can **Work Happy** with Microsoft Viva



info@siliconreef.co.uk



[0333 939 7976](tel:0333_939_7976)



www.siliconreef.co.uk