



Microsoft Teams Adoption

Accomplish more, anywhere



OVERVIEW

Redefining How Businesses Work

Microsoft Teams brings together a number of the most important applications that your workforce uses on a daily basis, including Microsoft office-based programs and web-based applications. Whether you're co-authoring a document, having a meeting, or working together in other apps and services, Microsoft Teams brings a comprehensive and flexible environment for collaboration across applications and devices.

WHAT'S INCLUDED

Softlanding's Microsoft Teams Adoption and Change Management offering gives your organization sessions in Strategy, Communication and Engagement, so you're assisted every step of the way. Our tiered approach allows for greater flexibility for your organizations' current needs, so you can take what you need.

> STRATEGY

Aimed to identify inefficiencies and provide road-mapping and enhancement planning, these sessions give your organization a customized approach and method for action.

> COMMUNICATION

Focused on establishing a communication plan for your organization, Softlanding will work alongside your team to create internal marketing campaigns and events, and provide assistance with email creation.

> ENGAGEMENT

Establish a training plan that includes office hours, learning webinars, and Teams roadshows.

KEY BENEFITS

Work better with real-time connectivity to collaborate regardless of where you're working from. At Softlanding, we are committed to helping you get the very best from the digital tools and applications you use.



SEAMLESS ADOPTION

Softlanding makes adoption easy. Our team of experts work alongside your business every step of the way.



ADAPTABLE

Every team is different; there's no one-size-fits-all approach to collaboration. Adapt each workspace to the needs of your team or project with numerous platform functions.



SECURITY AND GOVERNANCE

Keep your team secure with end-to-end security, administrative control, and compliance powered by Office 365.



INCREASED PRODUCTIVITY

Enhance your productivity no matter where you work from. Microsoft Teams lets you collaborate more effectively with group chat, calling, web conferencing and more.

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	TIER 3	TIER 2	TIER 1
STRATEGY			
> QUARTERLY ADOPTION AND ROADMAP PLANNING	X	X	X
> QUARTERLY TECHNOLOGY & FEATURES ENHANCEMENT SESSION	-	X	X
CREATING AND MAINTAINING CENTRE OF DIGITAL EXCELLENCE	-	-	X
COMMUNICATION			
> ESTABLISH COMMUNICATION PLAN	-	X	X
> TIPS AND TRICKS EMAIL CREATION	1 / QUARTER	1 / MONTH	1 / WEEK
> ESTABLISH INTERNAL MARKETING CAMPAIGNS AND EVENTS	-	-	1 / QUARTER
ENGAGEMENT			
> ESTABLISH TRAINING PLAN	-	X	X
> TEAMS ROADSHOW	1 / QUARTER	1 / MONTH	1 / MONTH
> TEAMS 'ASK ME ANYTHING' OFFICE HOURS (PER MONTH)	4 HOURS	8 HOURS	10 HOURS
> LEARNING WEBINARS	1 / QUARTER	1 / MONTH	1 / WEEK

About Softlanding

Established in 2000, Softlanding is a leading provider of cloud, professional and managed IT services that helps organizations boost innovation and drive business value.

We are a multi-award-winning Microsoft Gold Partner with 10 Microsoft Gold Competencies. We use our experience and expertise to ensure our clients have the best technology solutions to solve their business challenges and thrive in an ever-changing world. We optimize the return on investment of their technology while creating a solid foundation for growth strategies, flexibility and scalability.



Head Office
555 West Hastings st.
Suite 1605
Vancouver, BC V6B 4N6

Toronto Office
1 Yonge st.
Suite 1801
Toronto, ON M5E 1W7

888-976-3852
cloud@softlanding.ca
softlanding.ca