TarasTech

SharePoint Intranet & News Management: Workshop
Build Your Intelligent Digital Workspace

SharePoint Intranet & News Management: Workshop
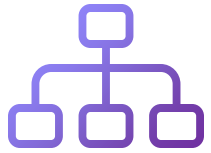## Project Execution Timeline - 3 Week Engagement

Initial Assessment & Requirement Gathering

Intranet Planning, Design & Proof of Concept

Tailored End-User Training

Week 1

Week 2 & 3

Week 3

Ongoing

Activities
- Introduction and goal setting
- Analysis of current SharePoint environment (if applicable)
- Gathering requirements and objectives for the intranet

Activities
- Planning and designing the SharePoint intranet structure
- Creating site hierarchies and navigation plans
- Development of a proof of concept for the intranet
- Demonstration and feedback session with the client

Activities
- Training sessions for SharePoint site owners and editors
- Hands-on workshops on designing, creating, and managing SharePoint pages, news, lists, and libraries.

Activities
- Continuous support and technical assistance
- Monitoring and optimization of the SharePoint intranet
- Further training sessions as needed.

Results
- Clearly defined goals and expectations
- Detailed understanding of current environment and future requirements

Results
- Draft of a customized SharePoint intranet structure
- Developed site hierarchies and navigation plans
- Initial version of the intranet proof of concept
- Client feedback for adjustments and improvements

Results
- Trained users capable of effectively managing SharePoint content
- Documentation and resources for ongoing support

Results
- Ongoing improvements based on user feedback and new requirements
- Enhanced user adoption and satisfaction with the SharePoint intranet

Terms, conditions, pricing, and the duration of services are subject to vary based on client maturity and specific business objectives.

SharePoint Intranet & News Management: **Workshop**
Main Focal Points

Teams and SharePoint Structure

We design a customized structure for Microsoft Teams and SharePoint that aligns with your organization's specific needs. This structure facilitates efficient collaboration and data management, ensuring seamless integration and optimal usage of Microsoft 365 tools.

Security Assessment

Our thorough security evaluation identifies potential vulnerabilities in your current Microsoft 365 setup. We provide recommendations to enhance security measures, protecting your sensitive information and ensuring compliance with industry standards.

Project Plan

We create a detailed project plan tailored to your organization's requirements for migrating data to Microsoft Teams and SharePoint. This plan includes step-by-step guidelines to ensure a smooth transition with minimal disruption to your daily operations.

End-User Training and Support

To ensure successful adoption, we offer comprehensive training sessions for your employees, equipping them with the skills needed to effectively use the new tools. Our ongoing support guarantees continuous improvement and adaptation to evolving business needs.

TarasTech

TarasTech is an innovative technology consulting firm dedicated to delivering cutting-edge solutions. With a strong focus on Microsoft technologies, we empower businesses to enhance efficiency and foster growth.

Our Mission

To provide industry-leading technology solutions that help businesses transform their operations and achieve sustained growth.

Our Approach

Combining deep technical knowledge with a strategic approach, we partner with clients to deliver solutions that are not only effective but also future-proof, ensuring long-term success.

Core Competencies

- Expertise in Microsoft Power Platform, including Power Apps, Power Automate, Dynamics 365 and SharePoint.

- Development of custom business applications tailored to specific industry needs.

- Comprehensive IT consulting and implementation services.

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Why Choose Us?

Award-winning team recognized for innovation and excellence in technology solutions.

Proven track record of successful deployments and satisfied clients. We speak English and German and operate worldwide.

Commitment to customer success and tailored service offerings.