



SharePoint – the benefits

● Integrates with Microsoft's products

Being a Microsoft system, Office 365 integrates with all the familiar tools like Word, Excel, PowerPoint and Outlook. What's more, Office 365 applications are continuously synchronised, meaning that all documents are easily available and up to date, thereby making it simple to store, track and manage all electronic assets.

● Improves project management

No matter if it's your sales, marketing or HR department, Office 365 allows them to create solutions for a wide range of projects; helping your staff to manage their tasks and objectives more easily and efficiently, with accurate and up-to-date information, therefore making better and more profitable business decisions.

● Guarantees access from anywhere

Whether you're working in the office or on the go, Office 365 provides immediate access to the real time data you need it, be it on a personal computer or a mobile device. So wherever you are, your business is there with you.

● Increases overall company efficiency

Since all the data and documents are stored online, it is easy to share them with any colleague, instantly. This not only saves money on printing but also increases the speed with which everyday tasks can now be tackled. Office 365 provides automation of workflows and processes and therefore saves employees time by making their work easier and more productive.

● Strengthens collaboration

Office 365 promotes information sharing, allowing employees to exchange knowledge and providing a forum for suggestions and ideas. It also makes collaboration easier as employees can simultaneously work on the same document, previous versions can be easily retained and changes are saved automatically.

Intra – the benefits



FOR THE IT DEPARTMENT

- Ready to use modules that can be implemented in 24 hours
- It's designed for multiple platforms (web, tablet and mobile)
- No maintenance required on your site
- Very scalable – allows you to add or remove users easily
- Enables you to automate and digitalise processes throughout the company
- Integrates with all Microsoft products and other SharePoint solutions
- Support & maintenance is provided by the experienced Intra Team developers
- It's Cloud based, so you could save storage and stay calm about updates
- Publication of content in Intra is easy and doesn't require your employees to have technical expertise



FOR HR AND MANAGEMENT

- Modules designed to help HR with workload through automation and efficient management of processes
- Supports collaboration within the company – helps build company culture and enhances internal communication
- Increases transparency within the company
- One stop shop for all features – most important company apps gathered in one platform
- Social modules for engaging your employees in shaping the intranet
- Is highly customisable (e.g. allows changing the layout of items, using own logo and brand colours)
- Integrates with all Microsoft products
- Cloud based – access to files and important information from anywhere on any device