

Office 365 Discovery (£3000 plus VAT)



OFFICE 365: PLAN A

If you're considering moving to, or if you've just moved to, Office 365 and you're looking to take your first steps, this plan is for you.

TSG's Office 365 experts will analyse which Office 365 tools will yield the greatest ROI for your business and provide you with a roadmap to help you take the next steps. In more depth, this package will cover:

- Your current use of applications
- Internal communication
- Management and storage of documents
- Information sharing
- Application mobility
- Business process automation
- Authorisation processes
- Compliance and planning
- Collaboration and productivity
- Use of data in decision making

Office 365 Discovery from TSG is designed to help your business identify and unlock full value from Office 365.

Day 1



Morning:

- Understanding how Office 365 can add value to your business
- Understanding your business requirements

Afternoon:

- Roundtable discovery with your SMT and key stakeholders

Day 2

All day:

- Finding out about your business processes and requirements
- Workshops and interviews

Day 3

(1.5 days)



All day:

- TSG to build a list of your business issues and areas for improvement, in order of importance and ROI
- Document the business audit and recommendations of what parts of Office 365 should be deployed where

Day 4

Afternoon

- Present report, findings and recommendations for areas of your business Office 365 could improve
- Answer any questions you might have, and help you understand how to implement Office 365