



How Many Apps Do I Need? A Practical Approach to Office 365 Adoption



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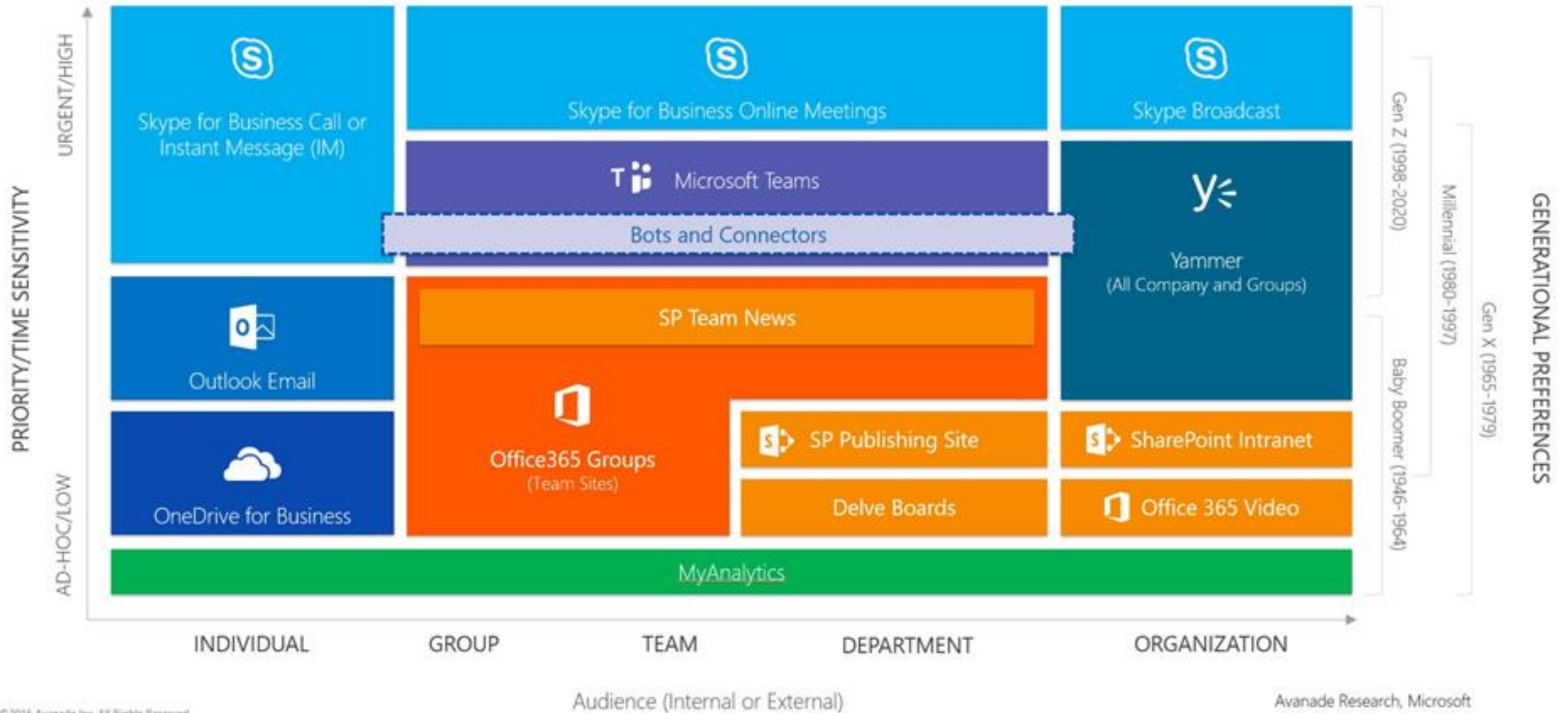


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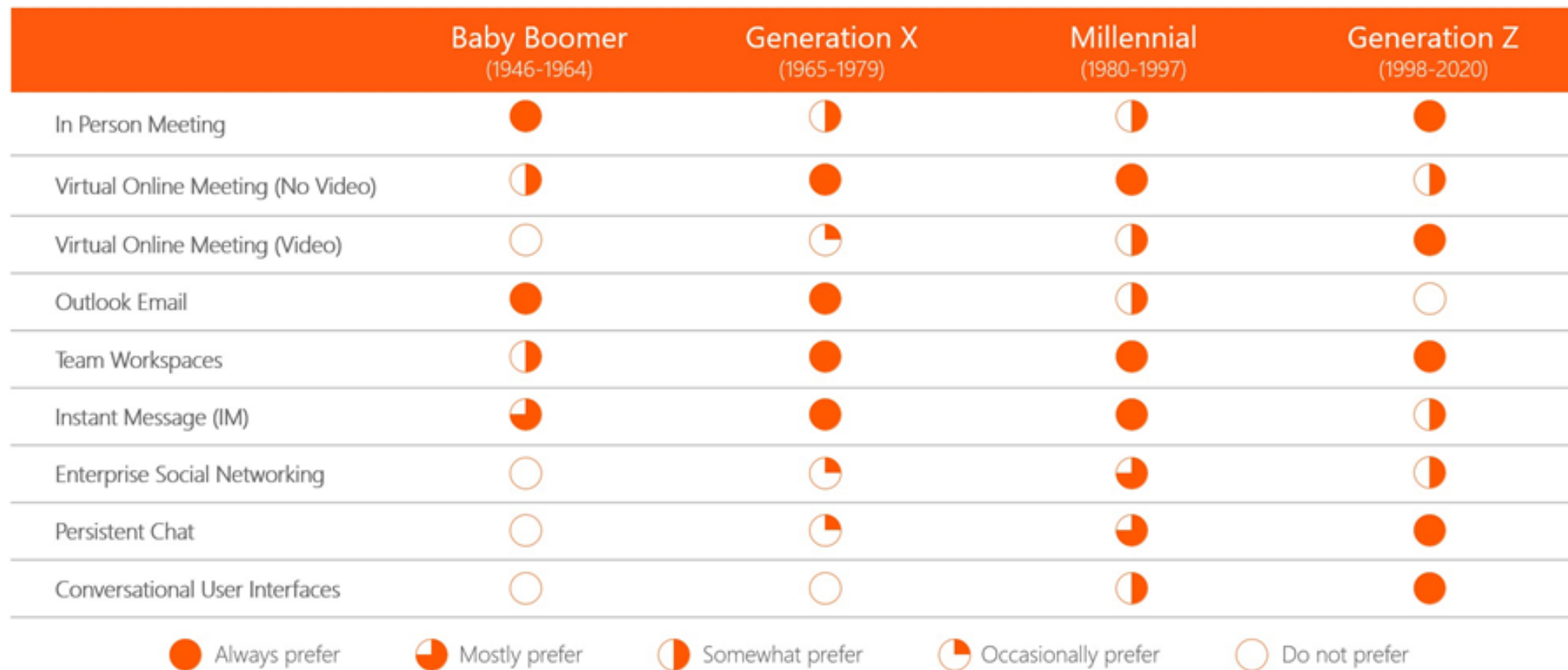
Adoption Challenges with Office 365



Generational Preferences at Work



For organizations with a multi-generation workforce, it is important to understand your demographics to know how to best find the balance across the generations. If you are an organization that heavily relies on email, what are you doing for your new workers? Are you giving them the tools they need to be effective?



Microsoft Teams

The screenshot displays the Microsoft Teams application window. The title bar reads "General (Collage Tech Partner) | Microsoft Teams". The interface is divided into three main sections:

- Left Navigation Panel:** Contains icons for Activity, Chat, Teams, Meetings, and Files. Below these are three large, light-blue buttons labeled "Chat", "Calls", and "Meeting". At the bottom of this panel is a "Feedback" icon and a "Add team" button.
- Search and Favorites:** A search bar is at the top. Below it, a "Favorites" section lists several teams: "Collage", "Collage Tech Partner", "WW Sales and Tech Support", "Learning Teams", and "Marketing".
- Main Chat Area:** The header shows "Collage Tech Partner > General". There are buttons for "Create more channels" and "Open the FAQ". The chat history includes:
 - A system message: "Ron Johnsen has added David Lavenda and 4 others to the team." dated October 17, 2017.
 - Another system message: "Ron Johnsen has added Richard Poole to the team."
 - A message from Ron Johnsen (10/6 9:50 PM): "added slides 7-4 to define scope of relaunch and proposed enhancements for this phase". This message includes a red file attachment titled "Collage Tech Partner Program.pptx".
 - A reply from Ron Johnsen (10/17 8:02 PM): "This is WWS".
 - A date separator for October 18, 2017.
 - A message from Ram Tagher (10/18 10:58 AM): "Guys, are we meeting today to discuss the roadmap? Collage Tech Partner".
 - A reply from Ron Johnsen (10/18 5:08 PM): "Yes, I scheduled a call form 12 ET / p PT...".

A Practical Approach

Work from Your Comfort Zone - Outlook

- Drag & drop email and documents from Outlook onto Office 365 and SharePoint from Outlook
- Store, classify and organize email content in folders directly onto SharePoint from Outlook; all within same UI
- Retrieve content from SharePoint that has been classified correctly and efficiently
- Access Microsoft Group and Teams files directly from Outlook
- Participate in Skype for Business conversations and Yammer discussions – in context.



The screenshot shows the harmon.ie Outlook interface. At the top, there are tabs for 'SITES', 'PEOPLE', and 'COLLAGE'. Below these is a breadcrumb trail: 'harmon.ie Office 365 ... > Product > Shared Documents'. A toolbar contains various icons, including a 'Ram' icon. The main area is a document library with columns for 'Name', 'Modified', and 'M...' (likely 'Modified'). The library contains several files, including folders like 'SP PAC May 2015' and 'Yammer-mobile integration', and documents like '2017 Product Directions.pptx', 'APIs.docx', and 'App vs. Web (CP).docx'. Below the library is a summary bar: '★ All Documents: 46 items'. At the bottom, there is a 'Contract.docx' chat window showing a profile for 'Deborah Dawson' with a 'Version: 1.0' and a timestamp '1/13/2015 3:25 PM'. Three lines with circular endpoints point from the icons on the left to specific elements in the interface: the top line points to the 'SITES' tab, the middle line points to the document list, and the bottom line points to the chat window.



Demo