

Civica Office 365 Visioning

Helping you **get the most from your Office 365 deployment**, today and tomorrow

Maximise your investment in Office 365 by understanding the needs of your organisation and your users, and how the solution can best support them.

Office 365 has lots to offer, but many organisations struggle to realise its full potential or maximise their investment in the solution. Perhaps you've subscribed to it in order to update your Microsoft Office software, but you haven't yet explored all the new features. Or you've already rolled out new capabilities, but are finding that many go unused. Or maybe you're still making plans, and want to be sure your migration delivers exactly what your organisation needs. Whatever stage you're at, Civica can help you get your deployment right, with our Office 365 Visioning service.

Why Civica Office 365 Visioning?

Our Office 365 Visioning service, delivered by Microsoft experts, will help you understand what your users need day to day, and how Office 365 applications can best support them.

Following a workshop-style engagement with your organisation, we create and present a report containing actionable outcomes to accelerate or improve Office 365 adoption. The report can form the business case for a new investment, or show the return on an existing investment.

Stakeholder identification

Getting key stakeholders on board will help to ensure the success of your Office 365 rollout. We'll advise you on how to identify critical roles, including executive sponsor, success owners and champions.

Requirements and business scenarios

We gather information about your users' roles and working practices, and the business scenarios where Office 365 functionality will come into play.

We'll help you identify which scenarios to prioritise during deployment, based on their impact and how easily they can be delivered.

Platform security

We'll take a high-level look at the Office 365 platform's security and recommend configuration options to suit your use of the solution — taking into account, for example, BYOD initiatives or the nature of any sensitive data you store.



**Improved
ROI**



**Reduced
risk**



**User
satisfaction**

Main benefits:

- Understand the business case for Office 365 and the ROI you can achieve
- Match your Office 365 rollout to identified and prioritised organisational and user needs
- Benefit from a deployment roadmap that helps you get the basics right and prepares you for future innovation

Business benefits

Defined success criteria

The Civica Office 365 Visioning service will help ensure you're working to a set of defined success criteria based on the SMART approach:

- ▶ **Specific** — clear and unambiguous
- ▶ **Measurable** — concrete and clearly demonstrating progress
- ▶ **Attainable** — realistic
- ▶ **Relevant** — criteria that matter to stakeholders
- ▶ **Timely** — are attached to specific target dates

Technology mapped to business needs

Based on the workshop outcomes our report will show you how Office 365 applications and capabilities can be used to meet identified user and business needs. We'll take into account aspects such as whether users are office-based, home-based or mobile; what devices they use; and the people and systems they interact with every day.

Pilot projects and quick wins

We'll propose pilot projects and quick wins that can be used to demonstrate the value of Office 365 and boost user adoption.

Office 365 Visioning roadmap

Our Office 365 Visioning service helps you get the basics right today, and prepares you to take full advantage of Office 365 capabilities as your needs evolve.

Get the basics right	Get collaborative	Get social	Get ready for the future
			
Use standard Office apps and legacy communication channels	Move from creating documents to sharing information	Switch the focus from documents and things to people and teams	Extract intelligence from your people and enable business-to-employee processes

Microsoft
Partner



Gold Application Development
Gold Cloud Productivity
Gold Cloud Platform