We bring a business lens
to Microsoft technology

THAT'S
THE
POINT

We believe that

Providing your employees with **a more personalised experience that brings together news and key resources in the apps and devices they use every day** is more critical now than ever before.
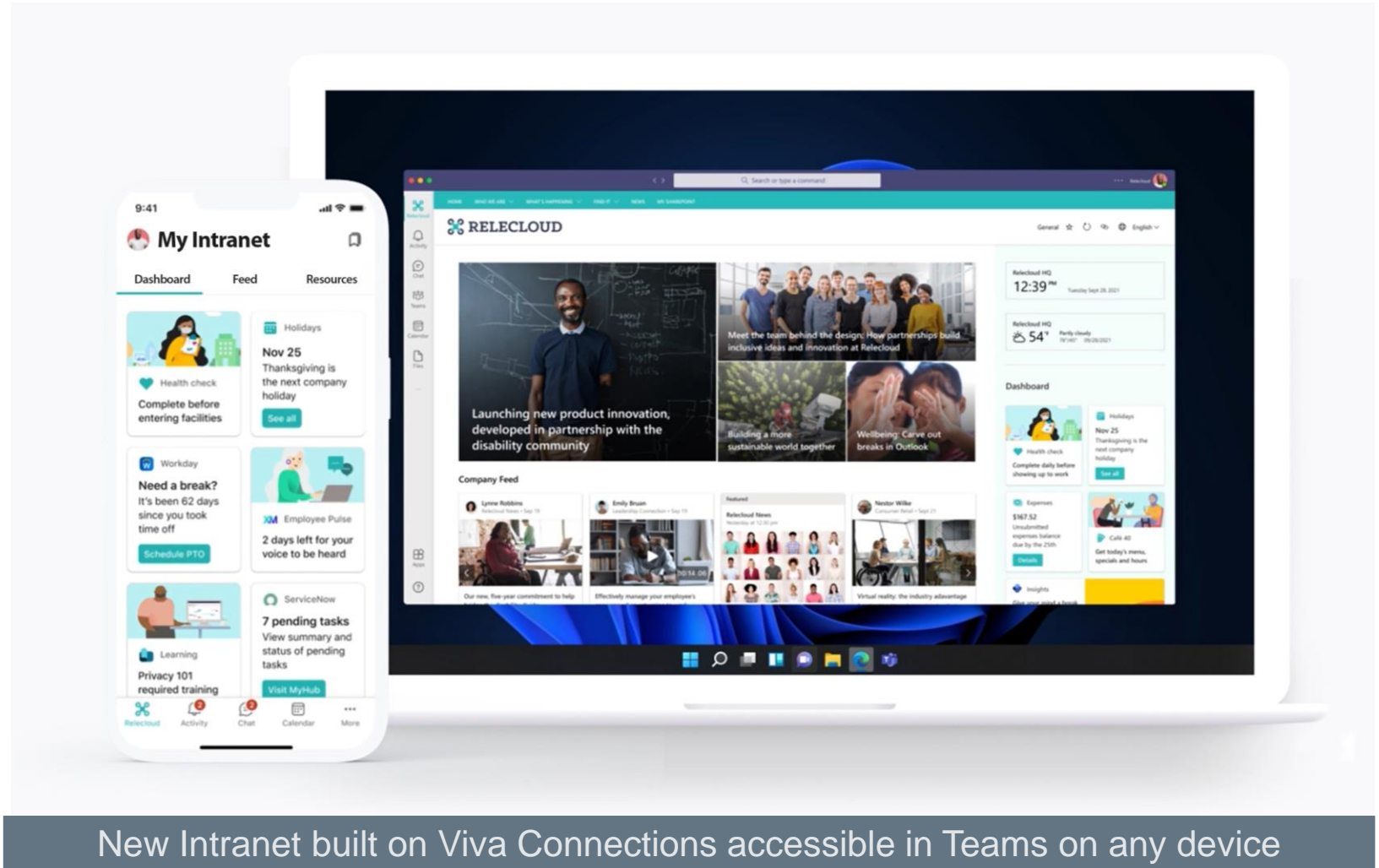
Want to really inform, engage and empower your people?

IS YOUR CURRENT INTRANET SOLUTION STILL WORKING FOR YOUR BUSINESS?

Did you know that:

- Highly engaged employees are **12 times less likely to leave** their company than those who are not.

- Organisations with highly engaged employees have **21% greater profitability.**

- In the most innovative companies, 70% of employees report a **strong sense of belonging.**

Velrada can help you **re-inspire your people**, wherever they are, by creating a more personalised, engaging Intranet experience. We can convert your current Intranet solution into one that really delivers using **Microsoft's Viva Connections.**


New Intranet built on Viva Connections accessible in Teams on any device
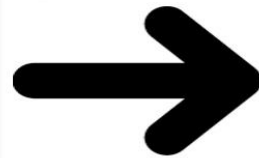
Our approach covers 9 key areas

Our approach to converting your outdated Intranet into a modern front door to your organisation:

- **PLAN:** Velrada will work with you to align your stakeholders around common goals and assist in identifying key tasks and scenarios to engage and empower your people across your organisation.

- **BUILD**: Velrada will help you to quickly get your home site up and running with a tailored global navigation accessible in teams and on any device.

- **LAUNCH:** Velrada will provide guidance on launch activities, training and change management to ensure successful adoption.
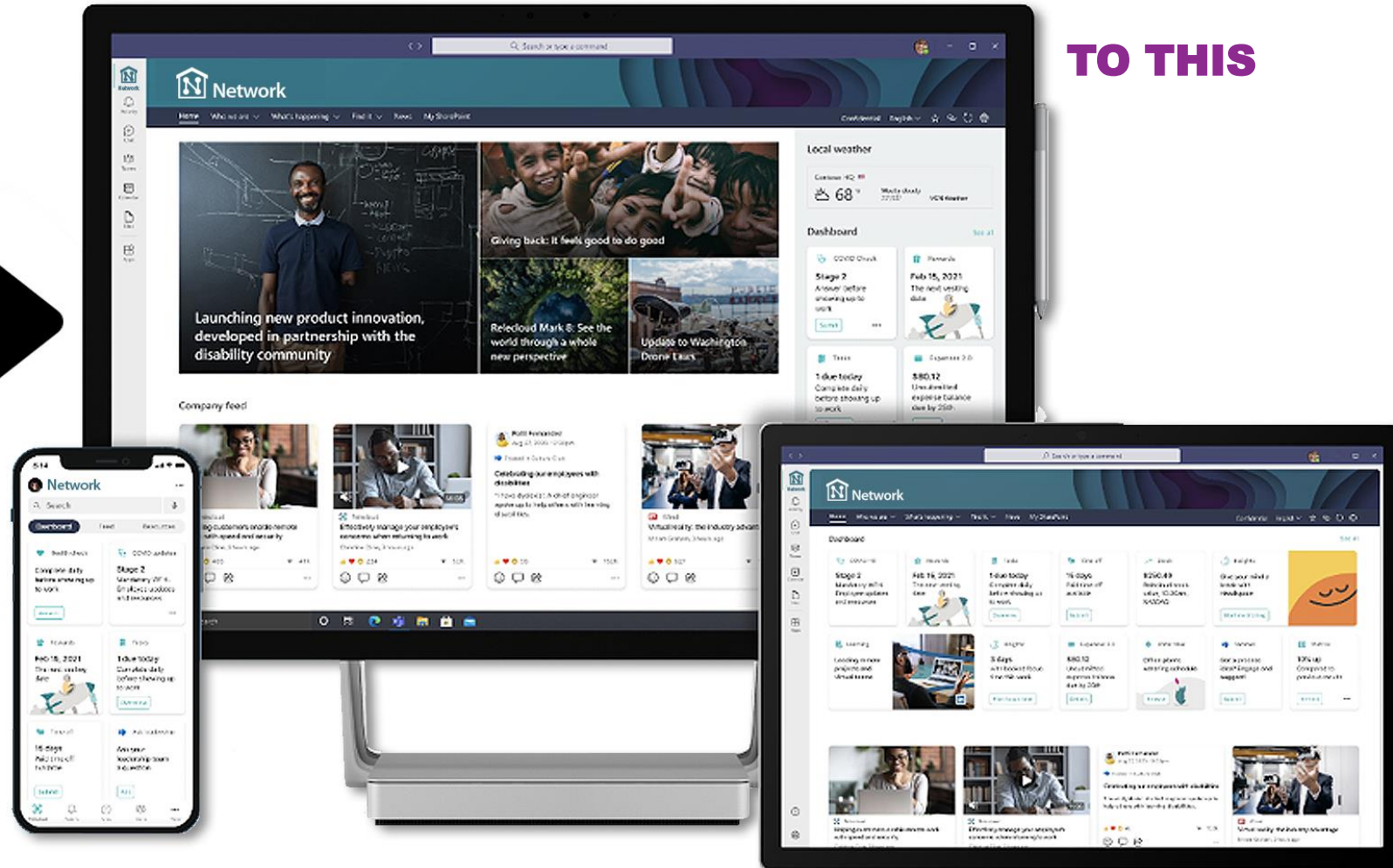
Home Site	**Global Navigation**	**Content**
This is the front door to your organisation's intranet and a gateway to other popular portals that are relevant to the entire organisation.	Having the right Information Architecture is critical to complimenting and expanding access to the resources on the home site.	Velrada will assist you in auditing, prioritising and modernising content to align with key scenarios and tasks
Feed	**Resources**	**Dashboard**
Integrated with Yammer, SharePoint news and Stream to display a personalised feed, based on the groups that employees belong to.	Enables way finding across platforms using navigation elements from the SharePoint app bar, which can be audience targeted	is your employee's digital toolset. It brings together the tools your employees need, enabling quick and easy access whether they are in the office or in the field.
Adoption	**Maintenance**	**Success**
Creating an adoption plan that fits your organisation's needs will include considerations for change management and training materials for end-users.	Generally, Viva Connections needs minimal ongoing maintenance, however, any Intranet solution is never set and forget so its important to plan for change.	Measuring success is important in identifying how effective Viva Connections is in bringing your organisation together and keeping everyone informed.

Microsoft 365

Let Velrada take you...

Solution at a glance

ACTIVITIES INCLUDE:

- Walkthrough of Viva Connections
- Current State Analysis of existing site
- User and Technical Requirement Gathering
- Microsoft VIVA Connections services provisioning
  (in your Microsoft 365 tenant)
- Audit of existing sites and modernisation as required
- Configuration of the Viva environment
  - a. Home site and global navigation
  - b. Dashboard and in-built cards
  - c. Feeds (SharePoint Online, Yammer, Stream)
  - d. Viva Resources (sites, pages, news, and more)
  - Test and refinement of the Viva Connections experience
- Addition of organisational branding (logo and colours) in Teams
- Provide guidance and adoption material for end users
- Provide publisher and admin level training for your IT staff.
- Hold an awareness session for end-users
  (Teams Live Event)
- Documentation and Wrap-up

- **Keep everyone connected**
  Help increase employee retention by encouraging connections across the organization so people feel engaged and valued.
- **Empower everyone's voice**
  Rally your entire organization by motivating and inspiring them to contribute their best, so they can thrive in a hybrid world.
- **Keep everyone in the flow of work**
  Help your employees find what they need by offering company information, conversations, and tools, all in one place.

Approach outline – approx. 8 weeks

CORE ACTIVITIES	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8
Project mobilisation	■							
Current State Review	■	■						
UX Blueprint Workshops		■	■					
Finalisation of Design Provision of Services Configuration of Viva Connections			■	■				
			■	■	■			
UAT & Refinement of the Solution				■	■	■	■	
Support for launch & training activities					■	■	■	■
GOLIVE							■	■

Legend

- **Walkthrough of Viva Connections capabilities**
- **Current state analysis of existing Intranet site**

- **User and technical requirement gathering workshops**
- **Document key challenges, tasks & scenarios**

- **Provision Microsoft VIVA Connections services**
- **Identify content for the Dashboard, the Feed & Resources**
- **Develop Adoption & change Management Plan**

- **Create or update the Viva Connections Home Site**
- **Set up Global Navigation & corporate branding**
- **Assist in modernising SharePoint sites and pages (as needed)**

- **Create a Viva Connections Dashboard**
- **Configure feeds (SharePoint Online, Yammer, Stream)**
- **Prepare the Viva Connections App for Mobile**

- **Ensure high traffic content is accessible and performant**
- **Support UAT and refinement of the Viva Connections experience**

- **Develop guidance and adoption material for end users**
- **Provide publisher and admin level training for IT staff.**
- **Hold an awareness session for end-users**

- **Microsoft VIVA Connections live**
- **Documentation & Wrap up**