


# Enhance Employee Experience with Microsoft Viva Insights

Discover Microsoft Viva Insights helps employees and business thrive with data-driven, privacy-protected insights and recommendations to improve productivity and wellbeing.

## Why Signal Alliance Consulting?

Signal Alliance Consulting can help you envision your desired state with Microsoft Viva Insights - one that brings people, teams, and data together. Our team will work with you to understand your priorities, challenges, and culture to design a solution that meet your needs by leveraging data-driven, privacy-protected insights, which help you understand the impact of work on your people and your organization, take actionable recommendations to drive employee experience transformation.



Get started today with **Microsoft Viva Insights**



1. Analyst Essentials:
  - Empowered analyst capable of delivering insights using Viva Insights
2. Ways of working assessment:
  - Discover your organization’s collaboration patterns
  - Get analyses and actionable insights across 3 common business outcomes
  - Identify the biggest opportunity areas, and how to tackle them
3. Viva Insights 360 Diagnostic:
  - Uncover insights through deep-dive analytics to solve high-value business challenges around employee performance, engagement, and productivity

## How Signal Alliance Consulting can help you in your journey:

Available services depending on your needs and readiness



### Training – Viva Insights Academy

- 2-day analyst training + up to 8 “office hours” over 4 weeks to **help your analysts get up to speed on Viva Insights**
- **Mix and match modules** with content covering all Viva Insights topics and potential analyses

2-day analyst training + 8 office hours over 4 weeks (Suggested)



### Services – Ways of working assessment

- Our Viva Insights experts will help you **onboard Viva Insights**, structure your organizational data file, and assign Viva Insights licenses
- Help you set up templates, glean insights from the data and **communicate effectively with an executive-ready PowerPoint deck**
- **Drive adoption** and change management initiative to realize the value of your investment in Viva Insights

~1 month (Suggested)



### Services – 360 Diagnostic

- Uncover insights through deep-dive analytics that build on top of pre-built queries and templates to **solve high-value business challenges**, including employee performance, engagement, and productivity
- Analyse **multiple data sources (e.g., CRM, performance management, engagement surveys)**
- **Drive adoption** and change management initiative to realize the value of your investment in Viva Insights

8-12 weeks (Suggested)



# Services Overview



## Viva Insights Academy

### 1 Viva Insights Academy

Viva Insights Academy is a set of offers that provide hands-on training, targeted at key user personas. Each offer consists of modules that customers can select from to meet their needs.

Viva Insights Academy at-a-glance:

- 2-days + 8-hrs\* Office Hours
- In-person or virtual training
- *Pre-Req: Viva Insights live; Attendees handle data*



## Ways of working assessment

### 2 Ways of working assessment

Discover your organization's collaboration patterns | Get analyses and actionable insights across 3 common business outcomes | Identify the biggest opportunity areas, and how to tackle them

Ways of working assessment covers 3 common business outcomes

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| <p><b>Transform meeting culture</b></p> <ul style="list-style-type: none"> <li>• How much time do employees spend in long / large and recurring meetings?</li> <li>• Are employees wasting time in low quality meetings?</li> </ul>  | <p><b>Develop effective managers</b></p> <ul style="list-style-type: none"> <li>• Are managers having regular 1:1s with employees?</li> <li>• Do managers delegate and empower their teams?</li> <li>• Do managers have capacity to guide their teams and focus on strategic work?</li> </ul> |
| <p><b>Boost employee engagement</b></p> <ul style="list-style-type: none"> <li>• Wellbeing focus                             <ul style="list-style-type: none"> <li>- How are employees currently collaborating?</li> <li>- Do employees have high after-hours?</li> <li>- Are employees at risk of burn out?</li> </ul> </li> </ul> |   |



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| <p><b>Logistics</b></p> <ul style="list-style-type: none"> <li>• 4-6 week engagement</li> <li>• Includes Readout + Viva Insights Academy</li> </ul> | <p><b>2-day Viva Insights Academy (analyst training)</b></p> <ul style="list-style-type: none"> <li>• Week 1 begins after                             <ul style="list-style-type: none"> <li>- Customer Viva Insights Instance is up and running</li> <li>- Partner project team is credentialed in customer O365 tenant</li> </ul> </li> </ul> |
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## Viva Insights 360 Diagnostic

### 3 Viva Insights 360 Diagnostic

Uncover insights through deep-dive analytics to solve high-value business challenges around employee performance, engagement, and productivity

Identify highest value business opportunities and dive deep into root cause analysis | Analyze multiple data sources (e.g., CRM, engagement surveys, performance management) to uncover correlations | Develop a data-driven action plan, testable through customized Power BI dashboards

Deliverables

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| <p><b>Data Insights</b></p> <ul style="list-style-type: none"> <li>• Establish collaboration baseline</li> <li>• Capture assumptions and create testing plan</li> <li>• Perform root cause analysis</li> </ul> | <p><b>Opportunity Map</b></p> <ul style="list-style-type: none"> <li>• Build opportunity catalog</li> <li>• Conduct high-level sizing of opportunities</li> </ul> | <p><b>Prioritization Workshop</b></p> <ul style="list-style-type: none"> <li>• Prioritize key initiatives based on impact size, time horizon, and fit with business objectives</li> <li>• Align key stakeholders</li> </ul> | <p><b>Real-time Dashboards</b></p> <ul style="list-style-type: none"> <li>• Design ongoing operational dashboards to track progress</li> <li>• Establish cadence to monitor progress</li> </ul> |
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- Timing and Logistics**
- 8-12 week engagement
  - 3-4 readouts/workshops

- Engagement prerequisites:**
- Customer Viva Insights environment is up and running
  - Project team is credentialed in customer Office 365 tenant

