

# Training Adology – Microsoft Teams Adoption Methodology

## Consulting - Day 1 (4 Hours)

- Understanding
- Discovery Sessions

## Design - Day 2 (4 Hours)

- Logical Construction of the Work Environment

## Drafting - Day 3 (4 Hours)

- Establishment of Rules
- Policies
- Best Practices

## Development - Day 4 (4 Hours)

- Construction of the Physical work Environment

## Training - Day 5 (4 Hours)

- Office 365 training and / or Work Environment

## Follow Up - Day 6 (4 Hours)

- Sessions to Evaluate Progress and Make Adjustments

Integrating tools in a single solution.

Empowerment, Training and Collaboration