

# Digital Workplace Road Map

## SCOPE OF MEETING

90-Minute stakeholder meetings to complete discovery & capture business requirements (3)



Are you confused or overwhelmed with all the features in Microsoft 365? It can feel like trying to take a sip from a fire hose. You don't have to do it all at once.

Through Klarinet's Digital Workplace Road Map, you'll get clear technical recommendations and a detailed project timeline to seamlessly move your business to a modern environment. We also offer unique plans to support your cloud migration efforts, managed services, deployments, or customizations.

Our 20+ years of SharePoint experience and track record of proven digital workplace solutions ensure that your investment will be tailored to meet your organization's goals and strategic plan.

For more information, **contact us at 866.211.8191 or through email at [info@klarinetsolutions.com](mailto:info@klarinetsolutions.com)**

## Scope Agenda

### Review Current State

- What is your current status? What actions does your Microsoft 365 plan need? What problems do you face?
- What is your experience with Teams, SharePoint, and the Power Platform?
- What technology are you using, and why do you want to leverage Microsoft 365?

### Road Map Plan

- Review recommendations and provide examples for the company's desired Microsoft 365 tools
- 1 tailored demo of our various services
- Evaluate connectors, list scope, and project timelines
- Develop training plan & discuss governance and permissions guidance
- Strategize immediate next steps

### Deliverable

- Technology Recommendation Document Including:
  - a. Project Timeline with Associated Tasks
  - b. Tailored Training Outlines (Owners, Members, and Admins)
  - c. Governance/permission Guidance

*"Klarinet' team made the entire Intranet implementation convenient for our internal teams. Klarinet Solutions, Valo Intranet, and their certified partner were the key to a quick return-on-investment."*

**- Chad Johnston**

Sr. SharePoint Administrator at Dexcom

A SERVICE POWERED BY



 Microsoft 365

\* Pricing is variable and based on project requirements, time frame of project and other factors.