

Increase Adoption of MS Teams by getting users to know “when to use what” and then ensure adoption continues into the future

# Teams / M365 Adoption



## Offering Highlights



3-5-week engagement that focuses on Teams and M365 adoption – know when to use what



Simple, easy-to use, beautiful tool for end users, team owners, and IT admins – makes the hard work easy for everyone!



A larger-scale Adoption and Change Management planning and execution can be included as an optional add-on for key plans (communications, training, change network, etc.)

The Teams / M365 adoption offering is used to help organizations define a 'what to use when' strategy to help drive adoption of Microsoft 365. This offering centers on helping organizations to standardize on specific capabilities within Microsoft 365 for various business processes, provide training and engagement to help drive usage and ensure that users can successfully navigate through the minefield of options that M365 provides.

Larger-scale Adoption and Change Management planning and execution can also be included in this for those organizations who are ready to reap the business benefits of investing in plans that will significantly increase the ROI of their M365 investments by changing end user behaviors.

## This is right for you if you:

- Have deployed M365 but are seeing low levels of adoption due to users not understanding what to use when
- Want to successfully launch Teams or SharePoint into their organization with a standardized set of templates and use cases
- Don't want to spend a large amount of money on broad M365 training and would rather training based on specific scenarios
- Need help in a larger-scale Adoption and Organizational Change Management plan that could include key plans focused on: training, communications, change networks, sponsorship, resistance management, etc.

## What is delivered to the customer

### 1. App Installation and Configuration

Installation and configuration of the Orchestry App

Workspace Directory for managing all teams, Customized Workspaces to get the organization started in providing a standardized, protected, and feature-rich Teams templates

### 2. Education / Training Plan for Rollout of Orchestry

Key training and Orchestry implementation to guide end users on what to use when across Teams, SharePoint, and OneDrive.

### 3. Create, Implement, and train on Governance Policies

Create and implement governance policies around the creation, naming, retention and disposition of Teams, Sites and Groups

Basic training on the app for Teams administrators and access to knowledge base for Orchestry

### 4. Adoption and Change Management Plan

A properly scaled Adoption and Change Management Plan that can be molded to meet the needs of your organization