

# ACTION TOOLKIT

Exceptional situations also hold opportunities. Together we seize them.  
#bettertogether

Making the right  
decisions

Staying productive

Bridging capacity  
bottlenecks

Securing business

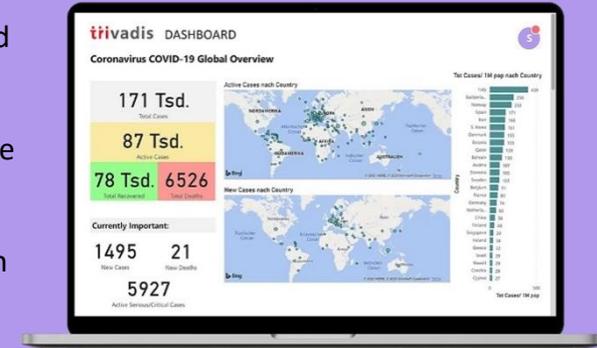
# Making the right decisions

In an exceptional situation, the status quo is constantly changing. New directives and recommendations are adopted every hour. What information is immediately relevant to you? And what measures can be derived for your company?

**The Trivadis Dashboard provides you with an overview of all important internal and external news.**

- You see in real time on every device which contracts have been postponed or cancelled and which employees and partners have capacity.
- You also see the number of employees that are absent from work per location and what the distribution looks like worldwide.
- The dashboard also displays the latest decisions and recommendations of the authorities in a clear and understandable way.
- In the compact Live News Stream you will find the latest tweets and media reports that you should know about.
- With the Trivadis Dashboard, you are always up to date, know the business impact of current developments and make the right decisions proactively.

Making the right decisions



# Staying productive

In the current situation, everyone should work in the home office whenever possible. But how do you manage the change? How do you remain productive? And how do you best work as a team and with partners?

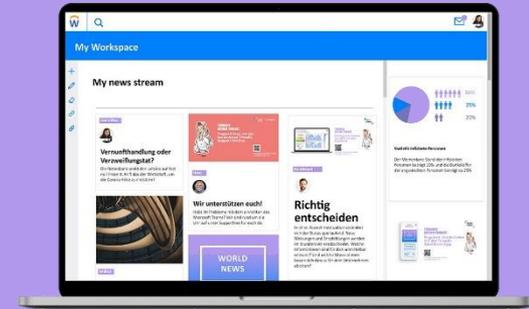
**With the Trivadis Digital Workplace Quickstart, you can bring your company into the home office quickly, easily and securely.**

- Together we will develop a simple, pragmatic plan for mastering this step. We will focus on the most important and crucial digital workplace components. Thanks to Standard Microsoft Services, you will have a secure, fully-fledged home office workstation in just a few days. If required, we can expand it according to your needs. Anschliessend integrieren wir deine Geschäfts-Applikationen und Daten auf einem zentralen Portal.
- We then integrate your business applications and data on a central portal.
- Then we enable your employees to master remote communication and remote collaboration with each other, customers and partners.

With the Trivadis Digital Workplace Quickstart, you will have information, tools and services available to you regardless of location and can work with your colleagues flexibly, efficiently and effectively – at a safe distance and with full power.

[LINK](#)

Staying productive



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# Bridging capacity bottlenecks

Especially during waves of illness, the risk that employees drop out of work increases – in the worst case for weeks. How do you maintain an overview in your company and deploy your team the best possible way? And how do you succeed in bridging work absences, especially in the case of highly qualified employees?

## **SOLUTION 1: The Trivadis Workforce App**

With the Trivadis Workforce app, you always keep track of the status of your organization and quickly reorganize your team if the situation requires it.

- Employees can use the app to easily report their work status and submit requests.
- As the App can be linked to all services, such as Outlook, the team is always informed whether someone is in the office or on a business trip, working in the home office or is absent.
- All this information is valuable input to your dashboard and helps you make decisions.
- The app also offers the possibility to integrate RSS feeds with current information from sources such as the WHO, CDC or a local authority.

Bridging capacity  
bottlenecks



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# Bridging capacity bottlenecks

Bridging capacity  
bottlenecks

## **SOLUTION 2: Remote support from our specialists**

If you are unable to cover capacity bottlenecks yourself, our IT specialists are available 24/7 to assist you. It is important to us to provide you with appropriate support in this situation. We make sure that the right people with the required skills are available to you and integrate into your team perfectly. If you do not have the possibility to make your IT systems accessible to us via remote access, we can provide you with secure access to your systems via our own remote system (Beyond Trust). This ensures continuous and seamless system support even in critical times.

## **So, what do you think, can we support you?**

We are your strong partner even in exceptional situations, for the following reasons:

- We have been successful on the market since 1994. In the last 25 years we have mastered many challenges for our customers and ourselves.
- We use all our tools and solutions ourselves and therefore know that they work.
- We offer everything you need: from consulting, solutions and platforms, operation, support and maintenance to resources and training. Like a Swiss army knife.



# Securing business

Securing business

Exceptional situations are a challenge for companies. Orders are in danger of being cancelled, in the worst case businesses have to be closed. How do you ensure that your company continues to operate? How do you give your employees a sense of orientation and security? And how do you maintain customer relations?

## **SOLUTION 1: Our Trivadis task force**

With our Trivadis Taskforce, a mixed team of specialists from various disciplines is at your side to help you now. Together we develop solutions for your challenges that can be implemented immediately. The following approaches can be used:

- Strengthening business: Developing ideas for expanding your business
- Strengthening customer relations: Development of immediate measures that support you in fully focusing on your customers and their needs based on the current order situation and sales pipeline by using intelligent IT.
- Ensure productivity: Development of a simple, pragmatic plan for a quick transition to the Digital Workplace.

In just a few days you will receive specific solutions, prioritized according to business benefit and time aspects. If required, we can also provide a budget outline for the next phases. This will enable you to decide ad hoc which ideas you want to implement when and how.

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# Securing business

## SOLUTION 2: Trivadis Crisis Management App

With the Trivadis Crisis Management App, you have a clever tool at your fingertips for successfully managing exceptional situations.

- The App enables you to communicate transparently, easily and promptly with your employees and to coordinate teamwork.
- The App also makes it possible for you to send news, resolutions and recommendations that are important for your company via push message.
- The App also allows you to provide location-specific emergency contacts.
- If required, you can combine the services of the App with those of the Trivadis Workforce App.

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# Securing business

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## SOLUTION 3: Prompt support from specialists

In order to maintain the productivity of your business, you might need additional resources, especially in the IT area. At Trivadis, you can always find specialists with the necessary skills to expand your team. In an emergency, we can provide telephone support within 24 hours until secure remote service access to your systems is guaranteed.



Talk soon? Trivadis is looking forward to your call or email.

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Making a **WORLD** possible  
in which **intelligent IT**  
facilitates **LIFE and WORK** as a  
**matter of course.**