

sharepoint

Share, store & find your information

8 Steps for SharePoint success:

- 1 Find a champion for the project. Ensure management sees the benefit of SharePoint to solving urgent business needs.
- 2 Develop a strategic plan and governance framework.
- 3 Implement iteratively in manageable phases. Don't try to do everything at once. Tackle the high priority items that will give the best ROI first.
- 4 **Success = user adoption.** Plan for this from the beginning of the project.
- 5 Support SharePoint with good IM policies and practices. Develop metadata and taxonomy that reflect your unique business needs.
- 6 Establish content scope as early as possible. Not all types of information can and should be managed in SharePoint.
- 7 Do pilot projects and prototypes to ensure all requirements have been captured and to help gain user acceptance.
- 8 Develop a training plan early in the project. Develop key messages and build excitement as the project progresses.

microworks is a Microsoft Gold Partner, and we have been a SharePoint service provider since its introduction in 2001.

We support all versions of SharePoint and will help you manage your SharePoint project from start to finish.

Our team includes Microsoft-certified technicians, business analysts, information specialists, creative designers, developers, and trainers.

We assess your systems, practices and business needs; design solutions to meet your unique business requirements; implement them to meet defined success criteria; and support your staff in adopting the system and managing change.

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Leverage your most valuable asset

Information is your organization's most valuable asset, and SharePoint is a cost-effective and powerful solution that lets you share, store and find your information anywhere, any time.

With SharePoint, you can:

- Retrieve and re-use your company's best work
- Know the knowledge you have and the knowledge you don't
- Manage people, projects and documents in one environment

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The first time that I saw **SharePoint** it was like seeing spreadsheets for the first time and their impact on Accounting and Administration. I knew that this was a shift in the way people would work.

- Mastercraft

Learn more about what
SharePoint can do for you.

Talk to us today.