



MICROSOFT TEAMS

THE HUB FOR TEAMWORK IN MICROSOFT 365



CONNECT, COLLABORATE & COMMUNICATE

Businesses that invest in teamwork solutions are five times more likely to be high performing, according to a recent Microsoft report¹.

Microsoft Teams is not only the fastest growing teamwork application, it's also one of the best solutions on the market to connect, collaborate and communicate with your colleagues, customers and suppliers.

If you've been left scratching your head, asking yourself, 'Where is the latest customer project document?' and have often wasted time trying to find it on your desktop PC or your network drive, Microsoft Teams could be the teamwork hub for you.



¹: The Institute for Corporate Productivity and Global Business at Babson College, 2017

WHAT IS MICROSOFT TEAMS?

Microsoft Teams is a chat-based workspace that lets you fully embrace the upside of teamwork.

It's integrated with Microsoft 365 and makes collaboration seamless with file sharing and uploads from SharePoint and OneDrive. Integration with 365 apps like Word, Excel,

PowerPoint and OneNote means co-authoring documents is a breeze. With Teams, you'll always have access to the latest version. From online meetings, calling and messaging to integrating third-party applications, Microsoft Teams is the most effective way to boost business productivity, while keeping everything secure and compliant within 365.

TEAMS WORKS ACROSS A RANGE OF DEPARTMENTS & INDUSTRIES

Engineering

Integrate with developer tools and move quickly between idea creation, development and deployment

Sales

Manage sales planning, training and readiness all in the same place. Easily build and deliver proposals and pitch decks through collaboration

Marketing

Turn kick-off meetings into campaigns with all your go-to-market activities in one place. Keep on top of marketing activities with calendar and planner

Human Resources

Manage recruitment, training and workplace reviews across each department. Keep data secure and restrict users from accessing information with group policies

Project Management

Use apps like Planner and Power BI to help with budget, analysis and feedback to see a project through from start to end

Healthcare

Health team huddle capabilities coupled with a secure platform for instant messaging helps daily processes run smoother for patient care

GREAT FOR EDUCATION

Case Study: Newcastle University



Keeping students, faculty and research partners communicating seamlessly proved difficult until Newcastle University rolled out Microsoft Teams.

“Introducing Microsoft Teams has enabled the students to grow and really reach their potential. It’s been a really efficient way for us to get things done and get things done faster. It’s made such a difference.”

ACCOUNTING LECTURER, NEWCASTLE UNIVERSITY

“A university is not generally one contiguous whole. It’s lots of little communities. What Teams allows us to do is to reach across those and just be people working together.”

RESEARCH COMPUTING ANALYST, NEWCASTLE UNIVERSITY

OVERCOMING BUSINESS CHALLENGES

CHALLENGE

SOLUTION

Inefficient Meetings

Teams enables you to integrate scheduling, note taking, desktop sharing, file uploading and chat messaging for online meetings

Wasted Time

Organise work with Planner and share / publish work in team calendars keeping everyone on the same page when it comes to projects, knowledge and news

Unsecure File Sharing and Version Control

Access SharePoint, Microsoft Teams and 365 securely from any device. Incorporate single sign-on for complete version control and eliminate the need for unsecure file sharing apps

Remote Workers

Enables flexible working by creating unique workspaces for each team, meaning anything that's shared can be accessed by anyone, from anywhere, at any time

Cluttered Email

Take project workloads away from email and migrate them to an area that keeps everything in one place. No more cluttered email trails

Expense & Budget

Microsoft Teams is natively included with 365, so there's no additional cost to a small business budget

“56% of younger managers cite lack of technology/tools as reason why they do not have a remote workforce.”

OWL LABS SURVEY, 2019

INTRODUCING BUSINESS VOICE – THE PERFECT TEAMS ADD-ON FOR SMBS

When communication is the lifeblood of any team, outdated tools that get in the way of collaboration waste time.

That's why Microsoft Teams now comes with an add-on calling solution designed with businesses like yours in mind.

Microsoft 365 Business Voice is a cloud-based phone system built for productivity. Seamlessly integrated into Office 365, Microsoft 365 Business Voice is an all-in-one communication solution that brings voice calling, meetings and messaging together in a single application, on any device, with Microsoft Teams.



CONNECT FASTER AND EASIER THROUGH IN-BUILT SECURITY

With Microsoft 365 Business Voice, you can start a call, schedule and join meetings more easily, right from Outlook.

Your attendees can join just as fast from Outlook or any web browser without application downloads or sign-in required.



Plus, you'll receive peace of mind with in-built security, privacy and compliance delivered directly from Microsoft's trusted cloud. Create sites, groups and separate portals for internal and external communication, so you can be safe in the knowledge that your workspaces are confidential to group members only.

PERFECT TOGETHER: MICROSOFT TEAMS + BUSINESS VOICE



MODERN PHONE SYSTEM

Everything you expect from a phone system with call control, auto-attendants, voicemail and more



ALL-IN-ONE SOLUTION

Communicate from a single app, sync contacts effortlessly and save time and money with a best-in-class phone system



BUILT INTO OFFICE 365

Setup and management are centralised in 365 with the ability to get phone numbers in minutes – familiar and comfortable



ANYWHERE CALLING

Stay connected on the move with a single number accessible across computers, mobiles and desk phones



POWERFUL ONLINE MEETINGS

With dial-in conferencing, real-time captioning and translation, meetings are both productive and secure in Teams



MAINTAIN HIGH AVAILABILITY

Keep your business running smoothly anywhere you work with Microsoft's 99.9% uptime guarantee

**CONTACT US TODAY TO LEARN HOW
MICROSOFT TEAMS & BUSINESS VOICE
CAN BOOST YOUR BUSINESS PRODUCTIVITY**

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The logo for Prodigy IT Solutions features the word "prodigy" in a lowercase, sans-serif font. The letter "o" is replaced by a teal power button symbol. Below "prodigy" is the text "IT SOLUTIONS" in a smaller, uppercase, sans-serif font. The entire logo is positioned in the bottom right corner of the page, partially overlapping a white cloud graphic.

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