



# CREATING YOUR DIGITAL WORKPLACE- WITH MICROSOFT 365

Innovative culture and efficiency through the  
use of cutting-edge technologies

# Fichtner IT Consulting – your partner for Microsoft 365

The digital transformation is fundamentally changing the behavior of employees, and of companies, too. The new technologies and the applications that come with them are paving the way for a new form of collaboration.

## What challenges are customers asking us to tackle for them?

With the aid of Microsoft 365 technologies, we are happy to help you find the answers to questions such as:

- How do I configure the **change process** given the conflicting objectives of people, technology, and organization?
- How do I improve **teamwork** among my staff with the aid of **MS Teams**?
- Which **processes** can I automate with the aid of SharePoint, Power Automate or Power Apps?
- What do I have to pay attention to ensure I use Microsoft 365 in compliance with the EU's **GDPR**?
- What do I have to keep in mind when **rolling out** Microsoft 365?
- Which **licensing model** is right for me?
- How do I set up a **strategic platform** that provides employees with **information** from the CRM, ERP and HR systems etc. in an **integrated** way?

## Where is the added value? Where are our strengths?

As a Microsoft GOLD partner, Fichtner IT Consulting can help you with the conception, shaping and implementation of your digital transformation. We offer you proven methods, great examples and successful solutions based on Microsoft 365 to integrate fully customized strategies, processes and products for the digital workplace and digital processes efficiently.

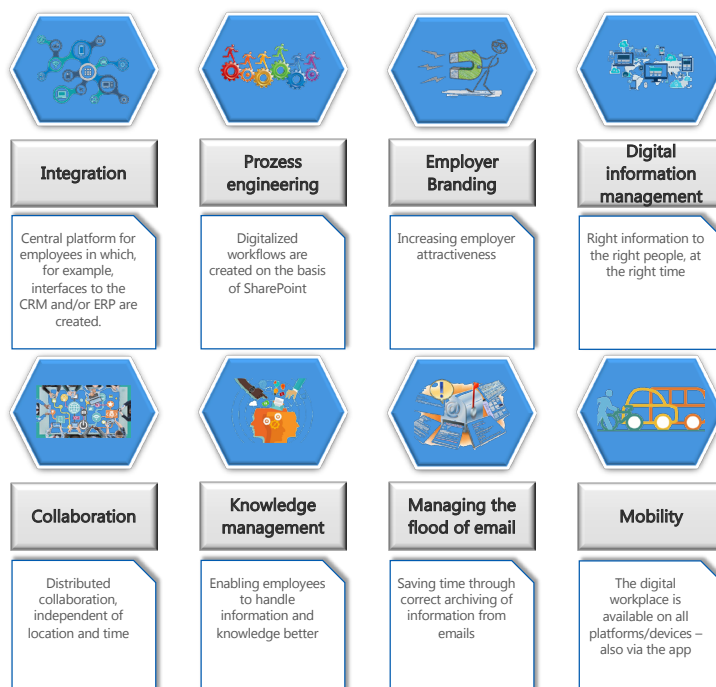
In digital workplace projects, it has proven to be a good idea to

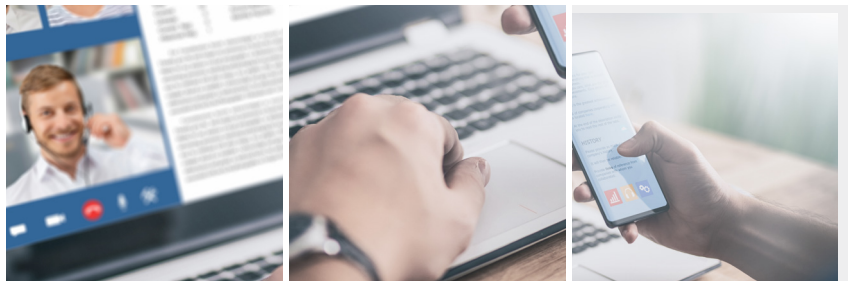
take the employees' perspective.

It must be made clear how

individual employees can be supported by the applications in their everyday working life (individual benefit) and to what extent implementation of the objectives contributes to fulfillment of the corporate strategy (collective benefit).

Added value that Fichtner IT Consulting can generate for you:





## Our services

- Joint requirements analysis for choosing the right licensing package (Microsoft 365 Basic, Business, E3, etc.) and/or applications
- Configuration of applications according to company guidelines (treatment of guests, etc.) or for compliance with the EU's GDPR
- Development of digital workplace concepts for topics such as collaboration or document management
- Preparation and holding of specific user and IT training courses for Microsoft 365
- Supervision of the change process, especially with participation by the end users
- Field-proven templates based on SharePoint for topics such as audit, project, personnel, idea, ticket or quality management
- Further add-on offers for Microsoft technologies and topics such as efficient document management or simple communication with partners
- Advising on process optimization with the help of automation using Power Apps or SharePoint workflows

Collaboration	SharePoint Intranet / extranet	Yammer Social network	MS Teams Chat and video conferencing	C4.Hub File management	Stream Taking minutes of meetings
	Bookings Scheduling	To-do Task management	Project Project management	Planner Team management	Calendar Time management
Communication	Exchange Emails archiving and administration	Outlook Communication	Office 365 Microsoft 365	C4.Teams Portal Integration of externals in teams	MS Teams Mobile messengers
Process Automation	Power Apps Integration of various data sources	Power Automate Workflow creation		Forms Form creation	Visio Process visualization
File Management	OneDrive Cloud storage	Analytics & Reporting	Power BI Business analytics service	SharePoint Centralized file management	Sway Digital storytelling
Knowledge Management	Delve Content search	OneNote Digital notebook	PowerPoint Presentations	MS Word Dokument creation	MS Excel Spreadsheets & reports

Microsoft 365 – a powerful business platform

## Competence Center Fichtner Digital Business Consulting & Microsoft Business Solutions

Our competence centers support you in analyzing your existing IT landscape and business processes in order to develop together with you a fully customized business solution. We help you make optimum use of Microsoft technologies' great ability for system integration.

# FICHTNER

## IT CONSULTING

Fichtner IT Consulting GmbH (FIT for short) is the Fichtner Group's center of competence for IT. Among other things, we design and implement information logistics for technical networks, plants and infrastructure. We also bundle our industry knowledge and process know-how to optimize the customer communication of our partners in the energy industry by deploying digital solutions and to realize new value added potentials for them.

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