T106 : Coming to Grips with SharePoint Online

Presented by:

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Agenda

- What is SharePoint?
- What is SharePoint Online?
- Availability in Office 365
- Why SharePoint?
- Success steps
- Summary

What is SharePoint?

- It is a tool
- Customers want/need/use tools to solve their business problems
- Customer don't want more technology

SharePoint versions

- Fundamentally 2 on premise versions
  - SharePoint Foundation
  - SharePoint Server
- Fundamentally 2 Office 365 versions
  - Plan 1
  - Plan 2

SharePoint versions

- Foundation/Plan 1 provides core features for document management and collaboration, including Web site templates, a Web Part framework, data lists, document libraries, and a Windows Workflow Foundation (WF) runtime.

- Server/Plan 2 adds onto this foundation to provide enterprise-level features such as user site provisioning and social networking, business intelligence tools, business process integration and forms support, enterprise content management, and full enterprise search

What is SharePoint Online?

- SharePoint Server 2013
  - Includes Office Online
  - Encryption at rest
  - OneDrive for Business
  - External user access
  - eDiscovery

SharePoint availability in Office 365

- SharePoint Online Plan 1 Standalone
- SharePoint Online Plan 2 Standalone
- Small Business Plans (P1 and P2)
  - Include SharePoint Online Plan 1
- Mid-sized Plans (M)
  - Include SharePoint Online Plan 1
- Enterprise E1
  - Include SharePoint Online Plan 1
- Enterprise E3 and E4
  - Include SharePoint Online Plan 2

Plan 1 vs Plan 2

Plan 2 includes Plan 1 plus:

- Excel Services
- Access Services
- Form Services
- eDiscovery and Hold
- Plus other advanced options

Specifications

Teams Sites = 10GB + 0.5 per user

OneDrive for Business = 1TB per user

Unlimited external user access

P Plans = 1 site collection

M Plans = 20 site collections

E plans = unlimited site collections

Can add additional storage

SMBnation

DEMO

Why SharePoint?

- Adding value
- Creating point of differentiation
- Improved functionality
- Reduces paper
- Replaces email
- Automate business processes

Business benefits

- External users are free

- Increases productivity

- Incorporates enterprise 'social'

- Easily customizable

- Allow staff and customers to enter own data

- Workflow automation

Success Steps

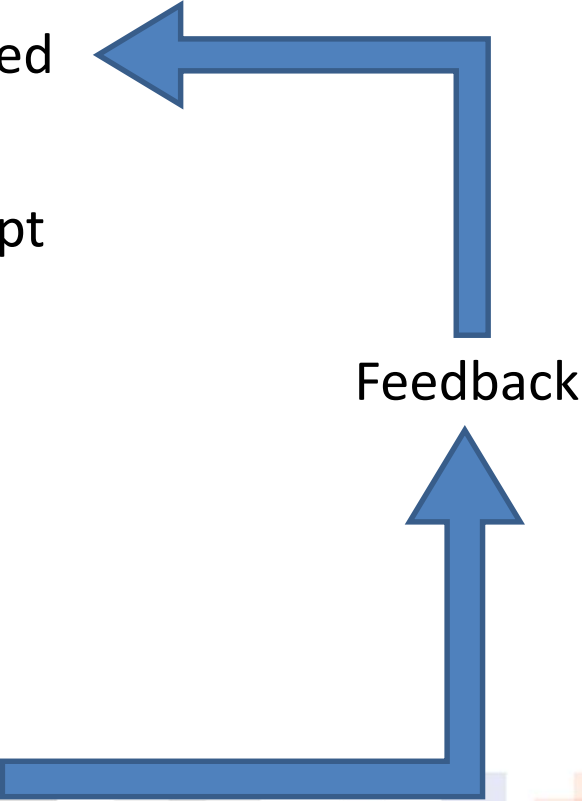Understand need

Proof of concept

Trial

Migration

Production

Feedback

It's a software tool

- Like Word or Excel. When you start, SharePoint is empty.

- Value comes from information entered into SharePoint.

- Benefit comes when linked to Office applications

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What is this?

Office 365 is _NOT_ Server 365

- SharePoint is a **COLLABORATION** platform first and foremost

- If all you want is cloud storage, SharePoint may not be for you

- Pure storage however provides no productivity gains

- To get the most from the tool you need to use it the right way

Understand need

- It is not "server 365"
- Provide fixed cost offerings
- Solve a business problem
- Keep it simple
- Understand product limitations and gotcha's
- Be clear on scope and priorities

Adoption needs to be driven

- Most people don't like change
- You need to demonstrate the benefits
- Small incremental change is best
- You are changing the business culture
- Early wins are critical
- Need an internal product champion(s)

Proof of concept

- Take a small subset of project

- Provide training and support

- Provide this from your own tenant

- Aim is for understanding

Trial

- Use learnings from Proof of Concept
- Maybe start with just SharePoint and expand
- Map out a path
- Constant engagement

Migration

- Look to third party tools
- Just files?
- What about metadata?
- Typically the business needs to change first

Production

- Adoption is key
- Quick wins
- Community is very important (Yammer)
- Improve and expand

Feedback

- Revisit all users

- Incentivize all users

- What are the KPIs?

- Provide options for feedback

- Groom champions

Summary

- Available on premise or via the Cloud, however cloud provides more

- Is an extension of the Office desktop applications

- SharePoint is 30% technical and 70% business

A flexible tool

- To capture business information.
    - Get rid of Post-It notes

- To index business information.
    - Internal search engine

User empowerment

- By providing a repeatable deployment process within a reliable framework, you can enable business units to manage their own dynamic internet presence without the burden of constant maintenance and intervention from the IT team.

Other products surfaced via SharePoint

- CRM

- Project

- Power BI

- Dynamics

- Yammer

Call to action

- Use SharePoint in your business

- Build your own demo sites

- Develop your own 'product' offerings

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Resources

- Discover SharePoint – www.discoversharepoint.com

- Office 365 demos – www.microsoftofficedemos.com

- SharePoint Online Overview for IT Pros - http://www.microsoftvirtualacademy.com/training-courses/office-guides-sharepoint-online-overview-for-it-pros

- CIAOPS YouTube – http://www.youtube.com/playlist?list=PLbCnByw_oXczjAA8sJrAXXxLYE6Jwa5OH

- Get Started with SharePoint - http://www.youtube.com/user/GetStartedSharePoint

Feedback

Questions / Queries / Comments?

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