

Microsoft 365 SharePoint

Service Overview Guide



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Introducing SharePoint

Xperience's SharePoint service enables your business to enhance collaboration and productivity across teams. SharePoint provides dynamic, customisable team sites for project teams, departments, and divisions, allowing businesses to streamline operations, share files, and collaborate securely both inside and outside of the organisation.

With SharePoint, your employees can access important company data from anywhere—no longer requiring a traditional file server or VPN. Whether on PCs, Macs, or mobile devices, your team can access resources in real-time with the added advantage of collaborative file editing for Microsoft Office documents.



Why SharePoint?

The benefits of SharePoint when implemented and managed properly are undeniable and vastly proven via its ever-growing popularity within UK businesses.

Data Migration:

Existing data can be easily moved into your newly designed SharePoint environment.

Access from Anywhere:

Eliminate reliance on file servers or VPNs, with secure access to your data from any device.

Real-time Collaboration:

Teams can collaborate on Office documents in real time, improving productivity and workflow efficiency.

Microsoft 365 Integration:

SharePoint integrates seamlessly with other Microsoft 365 services, including Teams, OneDrive, and Outlook.

Data Security:

Data is fully encrypted during transit and at rest to ensure privacy and security.

Optional Backup Protection:

We offer Veeam backup protection for SharePoint and OneDrive data for added peace of mind.

Scalability:

Built on Microsoft's reliable cloud platform, SharePoint scales effortlessly as your business grows.



Core Features

Document Version Control

Easily track changes to documents and revert to previous versions.

Offline Synchronisation

Files can be synchronised for offline access on user devices, ensuring work continuity even without internet access.

Customisable Sites

Tailor SharePoint sites and homepages to your business's specific needs.

Powerful Search

Find content quickly with SharePoint's robust search and content discovery features.

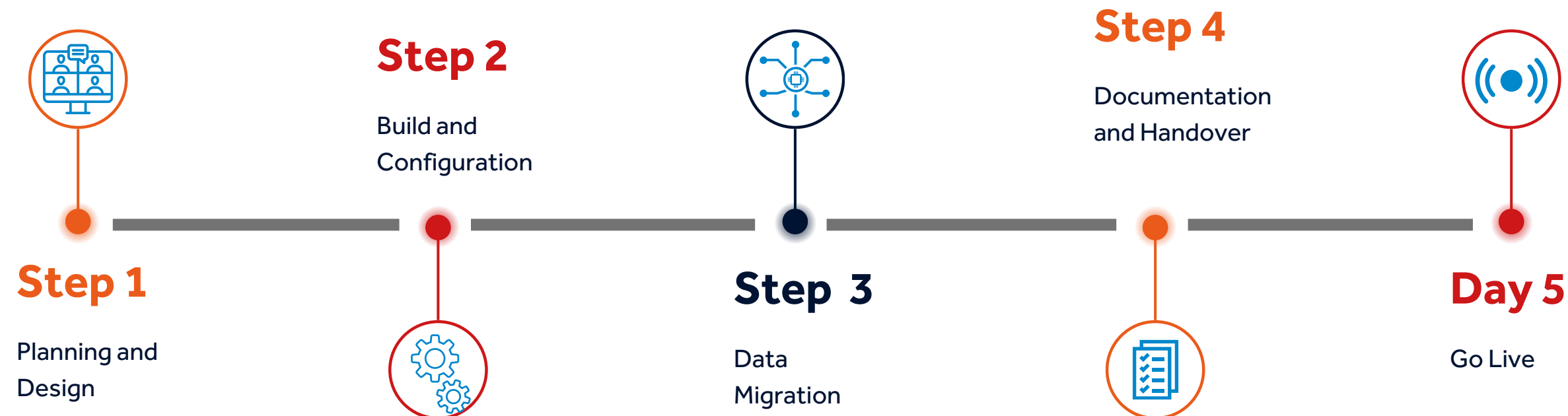
Employee Engagement

Internal communications can be driven through a central platform that boosts engagement and productivity.

Solution Delivery Process

To ensure a smooth migration to SharePoint, we begin with a thorough scoping process. During this, we will discuss your requirements including everything from look and feel, to how you want your data stored, where security is key, and what the permission requirements of the business are. We will work with you and your team on a seamless delivery broken into a number of phases to guarantee success.

Phases of Delivery



SharePoint and Artificial Intelligence (AI)



AI is only as powerful as the data it has access to. When implementing AI business often face challenges like data fragmentation, poor data governance and duplicate or outdated information. When implemented correctly SharePoint can provide the ideal foundation for an AI-driven business;

Centralised Information Hub

A well structured SharePoint environment acts a single source of truth; eliminating data siloes and ensuring AI can access accurate and up to date business information.

Robust Security and Access Controls

SharePoint's permission based security settings enables businesses to define who can view, edit, and share documents; ensuring that AI only surfaces information to authorised users.

Version Control

SharePoint automatically tracks changes and maintains version history. This helps AI to use the more accurate and relevant data.

AI Ready Data Structure

SharePoint enhances AI's ability to categorise, analyse and retrieve information effectively through metadata tagging, content classification, and workflow automation.



How does Xperience compare?

When compared to other SharePoint providers, Xperience's offering stands out in the following areas:

Integration

Seamless integration with Microsoft 365, providing a unified experience that rivals other providers like Dropbox Business or Google Workspace, which may require third-party add-ons for similar integration.

Data Security

Our data is encrypted in transit and at rest, ensuring robust security, a feature that stands above the standard offerings of many competitors.

Back-Up

Our optional Veeam Backup Service offers superior data protection compared to the limited backup options available through Google Drive or Dropbox.

Support and Training

Our comprehensive training and dedicated support team ensure a smooth transition, which is often a shortcoming with other competitors who may charge additional fees for basic training and support.



Conclusion

Xperience's SharePoint service empowers your team to work more efficiently and securely in the cloud, while providing scalable solutions as your business grows. Our comprehensive service, from migration to training and ongoing support, ensures that your transition to SharePoint is seamless and beneficial to your business operations.



For More Information

We are ready and waiting to support your SharePoint needs!
To find out more and to speak to a dedicated IT consultant, please get in touch via
enquiries@xperience-group.com