



# Intranet made easy and affordable

We'll save your business time and money every day by building you an intranet using Microsoft SharePoint.

Powered by [kambium.co.nz](http://kambium.co.nz)



## SHARE INFORMATION

- Save and share any file type
- Centralised contact and phone lists
- Asset management
- Manage security access by file or folder



## EASY COMMUNICATION

- Internal news
- Helpdesk logging
- Calendars for events, projects etc
- Policy and procedure changes



## DOCUMENT MANAGEMENT

- Version control - one source of truth
- Templates
- Access documents from anywhere



## AUTOMATE PROCESSES

- Leave Management
- Fleet Management
- Tracking tasks, projects issues
- OSH register and incident tracking

# THE POWER OF SHAREPOINT

- Document and picture libraries
- Online task and issue tracking
- Automated workflow process e.g. staff leave requests & approval
- Template management and enforcement
- Your company knowledgebase
- Shared calendars

## AN INTRANET HAS NEVER BEEN EASIER

We specialise in tailored services that enhance workflow and productivity:

- 1 SCOPE**

We confirm your key objectives and agree on the measures of a successful SharePoint intranet deployment.
- 2 PLAN**

We then plan your initial deployment based on standard SharePoint components, designing the sites, lists and libraries to achieve your business objectives.
- 3 CONFIGURE & DEVELOP**

Configuration and development of your customisable intranet using our business and technical expertise.
- 4 COACH**

We deliver two x 2 hour handover coaching sessions for your SharePoint Administrator.
- 5 DEPLOY**

During coaching we help you add content and plan deployment to users.



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