

Modern Approaches Make the Most of Microsoft 365 and SharePoint

Introduction

It is no secret that organizations need to work differently these days. And the transformation is not just a strategic nice-to-have, it's a real-world requirement for organizations to continue to compete. Real transformation requires thoughtful approaches to improve information agility, enable remote work, and drive organizational performance.

One way to do that is to modernize and maximize your Microsoft 365 and SharePoint investment. M365 is one of the world's most widely used productivity platforms, but according to new research from our latest Industry Watch report, new strategies are needed – 63% of organizations say they still see a need for M365 plus *something*.

In this tip sheet, we're exploring M365 and SharePoint modernization in terms of additional capabilities that work to improve process workflow, information agility, and organizational performance.

Best Practices

There are great improvements possible by modernizing your environment and optimizing the multiple capabilities that now exist under

the Microsoft 365 umbrella. How can you maximize your effort and investment? Here are some best practices to consider.



1 Know the Landscape

Start with understanding the current landscape: What systems, information, and workflows are essential to get the job done? Where does your data reside in its current state? What applications and workflow are essential?

From there, craft a clear understanding of what needs change for you when you do flip the switch. What processes need to be redesigned and what

business practices need to be rethought? Also, work to recognize what won't transfer to the new version of M365.

2 Application Transformation

Transform into new ways of working using the multiple capabilities that now exist under the Microsoft 365 umbrella. A few examples might be taking a workflow in SharePoint and turning that into the Flow app in M365. Or perhaps targeting a series of home-grown applications for use in the new Power apps platform.

Keep in mind that a process-centric mindset brings about better results. Results happen when applications reflect improvements to process workflow and provide a new level of information agility and access to the people involved.

3 Look and Feel

A responsive UI concept is incredibly important, not only for overall adoption but also for the ultimate efficacy of any new system. Ease of use and access are just as important as advanced features and capabilities. Transitioning to a new kind of look and feel is one way to bump up the level of agility and effectiveness of teams.

User experience – when it is transformative – is transformative to

process performance. A responsive UI is a differentiator, and one that is essential in order to optimize people, information, and technology in ways that make a difference to organizational performance.

4 Flatter Not Deeper

Today organizations are working to adopt flatter, not deeper, methodology. Going flatter is enabled by metadata tags and logic that link people and information together in more dynamic ways. This makes searching for and finding information much easier on the end user, while at the same time making things much easier at the administrator layer for management.

Be sure to place thoughtful effort regarding the unification of various workflows, and removing silos and isolation in process and information. This, when combined with a modernized look and feel, exemplifies how we should regard a modernized M365 environment.



Moving Forward

The workplace in 2021 will demand a different set of skills. Now more than ever, organizations need to embrace disruption as a springboard for competitive advantage and adopt new ways of working that invigorate organizational performance. The needed capabilities include the ability to leverage remote work as an advantage, increase information agility, and drive business growth despite these challenging times. Consider these best practices as you work to modernize and maximize your M365 investment. Look for partners and providers with the right mix of expertise, capability, and vision to help you make the most of your effort.

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