

MICROSOFT OFFICE 365 IMPLEMENTATION & ROLLOUTS

A SOLUTION OFFERING FOR
CORPORATE & ENTERPRISE



As a cloud-first service provider with a global award-winning Microsoft Cloud Transformation team, Auxilion is your one point of access for Office 365 rollout projects whether you are looking to plan, scope, implement or support.

What is Office 365?

Office 365 is Microsoft's cloud computing office productivity suite enabling you to write documents, create presentations, check email, and manage your calendar but also to share what you create in real time on a team site and host live online meetings while you are on the go. Ultimately Office 365 is about making your workforce more productive, collaborate more easily and work more flexibly.

Benefits of Office 365

Enterprise-class security and reliability

Numerous layers of security protect Office 365's data centers and stringent privacy policies help keep your data safe. Additionally, the data centers provide first-rate disaster recovery capabilities, are fully redundant and are geographically dispersed to help ensure your data is available.

IT control and efficiency

Basic IT management tasks like retaining security updates and upgrading back-end systems occupy a great deal of your IT workers' time, preventing them from focusing their energy on business priorities. Office 365 will handle tasks like these, while still giving your IT staff control over user management and service configuration.

User familiarity and productivity

Adopting the similar look and feel to the traditional Microsoft Office suite that users are familiar with, O365 is also hosted on the cloud meaning employees can access information while on the go, from any laptop, PC or Smartphone, depending on WiFi capability or phone network availability.

Auxilion Approach

Auxilion addresses Office 365 rollout projects in a planned and phased manner and depending on client requirements and configuration options, our O365 projects usually following the process outlined below:

1. Project kickoff

At kick off we review of how the Office 365 solution aligns with your organisation's business requirements.

2. Build risk and issue tracking system

We build in a process a for tracking deployment project risks and issues and generating project status reports to ensure smooth roll out of the project.

3. Develop migration strategy

We review the required mailbox migration strategy for your organisation.

4. Identify mailbox size and item counts

We review the size of mailboxes and number of items in mailboxes that will be migrated to Office 365 along with analysis of available bandwidth to the Internet for performance.

5. User identity and account provisioning

Creation of user accounts or "identities" in the new Office 365 environment for each Office 365 user.

6. Email coexistence strategy

Depending on your configuration, you may want to configure an Exchange hybrid deployment between your on-premises environment and the Office 365 environment.

7. Internet bandwidth testing

Deploy bandwidth-testing tools to calculate migration velocity for mailbox data.

8. Identify on-premises infrastructure needs

Depending on configuration options such as directory synchronization, single sign-on and Exchange hybrid deployments a review of on premise hardware deployment is required.

9. Operating systems and client application

Inventory the applications that are currently used in your environment to see if they meet the requirements for Office 365.

10. Mobility platform

Identify the mobile platform that your organisation will use for O365.

11. End user / administrator training schedule

Training administrators and users how to work with Office 365 service offerings.

12. End user communications

Create and schedule a series of communications to end users that notifies them about their transition to Office 365 service offerings and provides instructions regarding what is required of them.

FURTHER INFORMATION

For more information please contact your sales representative or email info@auxilion.com

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