



Details

Type of Service

Consulting

Fee

One-time or residual based on Business, Organization and Scope of Assessment and Project

Method

In-person (please call),
Video Conference, Telephone

Summary

Detailed hands-on Exploration, Development and Strategy aimed specifically towards Office Automation

Features

- Customized to your needs
- Leveraging Office Automation
- Upgrading Existing Technology
- Office Software and Tools
- Design / Media Software
- Virtual Collaboration Software
- Project Management Software
- Document Storage Platforms
- Development / Strategy / Planning

Goals and Expectations

Explore Options for replacing and upgrading Office Technology and Processes that hinder Profit and Surplus Revenue

Requirements

Strict Confidentiality Agreement,
Willingness to try before you purchase from multiple Vendors,
Give feedback on Office Automation Technology usage if applicable

Additional Details

“Office Automation” creates a streamlined, efficient and dynamic Office Environment that builds Profit and Surplus Revenue.

Most clients struggle with what to use, when to use and how to implement. How to use usually can easily be achieved through proper outside training and vendor onboarding once everything else has been established.

“Office Automation” builds strategies for procuring, implementing and using Office Tools, Design Software, Design Sprinting, Media Creation Software, Project Management platforms, and includes best methods for handling and storing of Electronic Files for efficiency.

Additional Details – cont'd

Platforms include but are not limited to:

X86-x64, Azure, OneDrive, iOS, iCloud

MS Office 365, desktop, G Suite

MS Teams Ecosystem

Virtual Presentation/Conference Platforms

Co-browsing

Adobe Creative Suite

Exchange Server online, on-premise, hybrid

Sharepoint online, on-premise

Project server online, on-premise, PPM

Miro, Mural, Slack and many others

Many other non Microsoft products

Note: No highly confidential proprietary Technology Solutions will be shared or recommended (as defined in the confidentiality or NDA (Non-disclosure Agreement)).