

Microsoft Sharepoint Services

KNOWLEDGE MANAGEMENT TOOL - OVERVIEW

SharePoint Services is a knowledge management portal, accessed via a browser, hosted by Internet Solutions.

It enables organisations, business units or company teams to create branded web sites for information sharing and document collaboration. This can be provided on an Intranet (intra-company only), Extranet (clients and intra-company) or Internet basis.



Microsoft SharePoint Services supplies a framework for building collaborative web sites that makes it possible for a company to share information and documents across teams, departments, and large organizations easily and reliably. Any user can access a Windows SharePoint Services website using a web browser or through the new collaboration features built into Microsoft Office 2003 & Office Office 2007 products such as Microsoft Office Word and Microsoft Office Excel. It provides flexible deployment and management tools, and facilitates end-to-end collaboration through data aggregation, organising and searching.

How the Sharepoint Services Work

Once you have signed up for the SharePoint environment, logon credentials are provided that give users access to a generic web portal. Users will be able to start uploading and collaborating on documents immediately. The Client Administrator will also be able to:

- Customise the portal with several built-in themes
- Change the physical layout
- Deploy Sub-sites
- Customise access permissions

BUSINESS BENEFITS

SOLUTION BENEFITS

- Change the physical layout
- Deploy Sub-sites
- Customise access permission

BUSINESS BENEFITS

- Rich Functionality
- Single Storage Area for All Documents
- Version Control of Documents
- Knowledge Transfer Tool

Rich-out-of-the-box functionality, assuring IT professionals of quick, cost-effective deployment.

Incremental deployment options, enabling IT professionals to implement collaboration capabilities within their organization's timeframe and budget.

Easy and cost-effective extensibility, enabling IT professionals to build organization-specific solutions and develop managed, hosted services connecting customers, partners, and suppliers.

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BUSINESS BENEFITS (cont.)

Integration with familiar tools, enabling users to quickly and easily share information and collaborate with peers.

Share and collaborate on-line via a centralised, secure and customised portal: Enable information workers and site managers to create and manage personal sites, and to profile them for search, audience targeting, and subject-matter expertise.

Audience-targeting enables efficient information flow and smoothes business processes: Audience targeting aims information and updates to individuals based on their organisational role, team membership, interest, security group, or any other user-defined membership criteria.

Reduced bandwidth costs: Currently, your customers, suppliers and mobile (or home-bound) staff obtain documents and other data via e-mail. This places an onerous and expensive load on your internet lines. With SharePoint Services, all of this information is delivered from a portal, which is located off your network.

Manage your Intellectual Capital effectively: The service includes SharePoint's document management functionality that enables document version control, audit trails of document edits and permission management (allowing for read/write or read-only access). This ensures that information is controlled and uniformity and standards are managed.

Rich Office and Windows integration: Office 2000 provides basic integration and Office XP provides some additional integration features. However, Office 2003 & Office 2007 provide enhanced integration with SharePoint Services such as presence management with Live Communication Server (LCS) integration.

Secure, fault-tolerant and fully managed environment: Our Application Solutions' services provide the latest in facilities, infrastructure and server technology. The SharePoint Services are hosted on clustered hardware, firewalled for security, and make use of Sybari's Antigen anti-virus engine to offer protection for uploaded and downloaded files.

GROUP COLLABORATION FEATURES:

BENEFIT	DESCRIPTION
Microsoft Office System Integration	Deep integration with Microsoft Office System programs allows teams to collaborate using the familiar tools they use every day.
Document Collaboration	Document workspace sites created using Microsoft Office Word 2003 & Microsoft Office Word 2003 take advantage of platform features by providing a document collaboration space.
Check-in & Check-out	Documents can be reserved by individual users for updating purposes.
Document Versions	Document changes are tracked and assigned different version numbers for auditing and rollback.
Browser-based Customisation	Changes can be made in a Web browser by dragging Web Parts onto personal or public pages, and then customising them. Themes can also be applied using a browser.

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GROUP COLLABORATION FEATURES:

BENEFIT	DESCRIPTION
Presence Integration	Users can determine the online status of site members quickly by sending e-mail or an instant message, adding the member to a contact list, and viewing current free/busy status (needs LCS).
Back-ups	All data is backed up - nightly incremental and weekly full-back-ups
Security	McAfee Mail Firewall and 5 Sybari AV engines scanning files
Alerts	A user or site manager can add an alert to a list or list item so that they receive an e-mail notification when changes are made.

PRICING:

ONLINE DIRECT SHAREPOINT	SETUP	MONTHLY COST
SharePoint Instance	R 1 425.00	-
SharePoint User	-	R 62.70
SharePoint Storage (per GB)	-	R 85.50

IS SHAREPOINT ADDITIONAL SERVICES	SETUP	MONTHLY COST
SSL Configuration (excludes actual certificate)	R 1 995.00	R 171.00

NOTE:

- All prices are quoted in ZAR, include VAT and are subject to Online Direct Terms and Conditions.
- Digital Certificate costs are excluded - Online Direct can supply digital certificates at an additional fee.
- The contract period for the pricing quoted above is 12 months.
- Minimum of 1GB of storage - calculated in GB or part thereof.
- Pricing excludes customised development costs - these are provided by third party vendors as required.

Note: All prices are in Rands and are inclusive of VAT.

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