



**Unified
Communications**



Microsoft Teams Consulting

Consulting services for Microsoft Teams from certified experts

ITK Communications offers a comprehensive consulting program for the successful and sustainable introduction of Microsoft Teams in your company.

The consulting program is made up of coordinated modules.

Module 1: Business Decision Maker Workshops

- Introduction of leadership/pilot team to Microsoft Teams, including live demo
- Best practice examples
- Security & compliance

Module 2: Network Workshops

- General introduction to networking for Microsoft Teams
- Security & compliance
- Network analysis & evaluation
- Creation of a measures and recommendations catalog

Module 3: Admin Training

- Introduction to administration für Microsoft Teams
- Security & compliance
- User management, authentication & access rights
- External tools (e.g. Power BI)

Module 4: Teams Adoption Workshops

- Training of product champions
- Basics of Microsoft Teams
- Process mapping & process help

Module 5: User Training

- Introduction to Microsoft Teams, including live demo
- Communication via Microsoft Teams
- Handling external guests
- Terminals

Module 6: Change Management Workshop

- Digital transformation
- PROSCI Risk-Assessment
- ADKAR-Model

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