Microsoft 365 Digital Workplace Implementations

iWorkplace™ Enterprise Content Management

Whether you're starting fresh or sorting through years of legacy content, we help you build a structured, scalable system powered by Microsoft 365.

Easy & Flexible
for your users

Confidence & Control
for your organisation

Cover all the bases to get you off to a great, and sustainable, start with iWorkplace™ ECM frameworks:

- A modern digital foundation that connects your people and your content
- AI support for auto-classification and pattern recognition
- Smart information architecture and metadata to prevent clutter
- Streamlined design for finding, filing and managing documents
- Built-in security, recordkeeping, and governance controls
- Self-service capability, backed by expert support

Get all the benefits of Microsoft 365 plus deliver on these information management challenges:

- Complete information on a topic
- Information authenticity & integrity
- Protect & retain critical information
- Stop over-retention & clutter
- Have sufficient metadata to power search & compliance

The bottom line:
Compliance & safety built in!

marketplace.govt.nz

let's make work better

iWorkplace frameworks for organisation-wide ECM delivery

How we work

We start where you are. Together, we:
- Understand your pain points, priorities and environment
- Co-design a roadmap and solution set that fits your organisation
- Provide just the right level of support to ensure success.

File & Find	Autoclassification
	Email autoclassification
	Security and permissions
	Easy to file and find, versioning
	Case file and project management
	Paper records management

Digital Workplace	Enterprise search
	Business KPIs and other reporting
	Integrate line of business systems
	Streamline key business processes
	Replace paper processes & approvals
	Self service staff portals & intranet

External Services	Feedback and engagement
	Publish information online
	Online services, queries & applications
	Share information and processes

Embedded Collaboration	Embed Microsoft Teams into your design for collaboration and control

What's included

A complete approach – no gaps, no guesswork.

Information Architecture	Structure and metadata to support search, compliance and clarity
Business Taxonomy	A standardised way to classify content by activity or function
Workspace Design	Logical, scalable site and team layouts for everyday work
Security and Permissions	Role-based access and protection for sensitive information
Templates and Tools	Proven patterns for contracts, personnel files, projects, cases, external collaboration and more
Recordkeeping and Retention	Integrated compliance aligned to your obligations
Training and Adoption	Help your people embed new ways of working with less resistance
Integration	With your line of business systems, Dynamics 365 and more
Migration	Retain and migrate content from legacy systems including file shares
Rollout and Change Support	Build confidence and momentum across your teams

Real Results

> "We've worked with hundreds of organisations to build modern, secure digital workplaces that balance compliance, collaboration and simplicity."

Sarah Heal
Chief Executive

Microsoft
AI Cloud Partner

Let's get started

Want clarity, control and confidence in Microsoft 365? We'll help you get there.

0800 001 800
info@informationleadership.com
www.informationleadership.co.nz

INFORMATION **LEADERSHIP**