Microsoft Viva:

Microsoft Viva is an employee experience platform that brings together communications, knowledge, learning, resources, and insights in the flow of work

Navigate Microsoft Build Intent Workshops

The CloudWay

Merethe Stave
CCO and Senior Cloud Architect
MCT | MVP | Viva Navigator

CloudWay

Secure Productivity

happens in the **Cloud**

We will help you on your **Way**

Microsoft Partner

Microsoft

- Gold Cloud Productivity
- Gold Enterprise Mobility Management
- Gold Collaboration and Content
- Gold Windows and Devices
- Gold Communications

9 Microsoft Most Valuable Professionals (MVP)
7 Microsoft Certified Trainers (MCT)
1 Microsoft Regional Director (RD)

Senior Cloud Architect

Founder and CEO **CloudWay**

Microsoft MCT & Microsoft MVP

Viva Navigator

Women in Teams Community

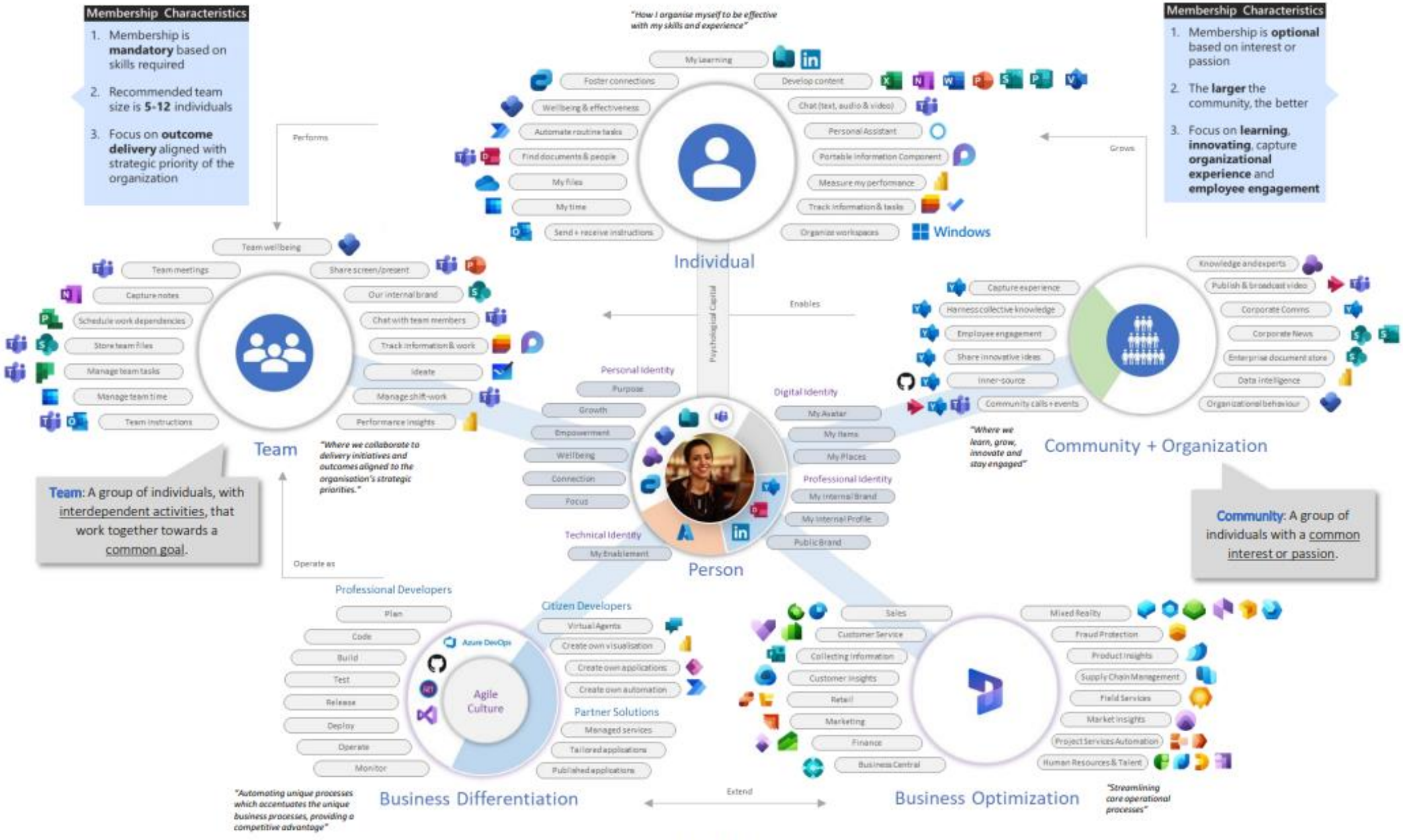
Viva Explorers

Norwegian Microsoft 365 Community

Microsoft

Modern Collaboration Architecture (MOCA)

Extended v1.1



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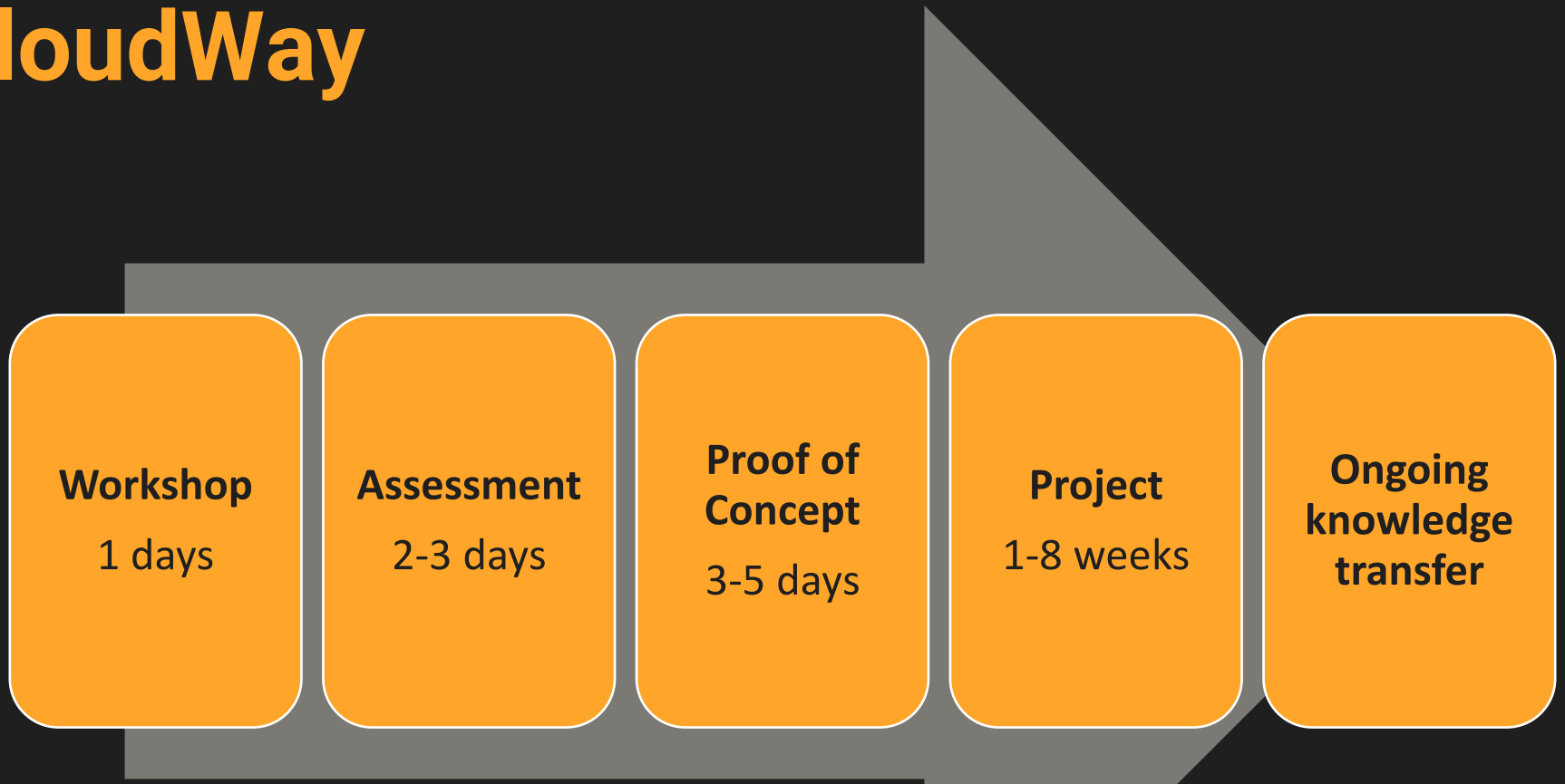

https://CloudWay.com/Workshops

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Agenda

- Navigate Microsoft Build Intent workshops
- What is important for
- Viva Learning
- Viva Connections
- Viva Topics
- Viva Goals
- Viva Insights

Agenda

- Navigate Microsoft Build Intent workshops
- What is important for
  - All workshops
  - Viva Learning
  - Viva Connections
  - Viva Topics
  - Viva Goals

What is important for all Viva workshops?

- Ownership
- Stakeholders
- Roles
- Competency

RACI for Knowledge Management and Competency				R = Responsible A = Accountable C = Consulting I = To be Informed													
	HR			Business		IT		IT Support			IT Partner			Security			
Activities	Competency Responsible	Personal Development	Champion Lead	Knowledge Manager	Champions	Product Owner M365 &Mviva		Support desk			Solution Architect			Security Responsible			
Competency Management																	
Mapping Competency needs and requirements	A	R															
Knowledge Management																	
Knowledge Management			R	A													
Adoption & Champions																	
Microsoft 365 and Microsoft Viva Training																	
Training Champions					R		A										
SharePoint experts					R		A										
Microsoft 365 & Microsoft Viva Adoption Specialists					R		A										
Security Experts					R		A							A			
Training IT support					R		A										
Training End users					R		A										
Change Management Training																	
Informaton Management & Governance																	

Before the workshop

10/1/2022

Company overview

Company info	
Company name:	Industry: Number of employees:
% of Frontline employees (if any):	
Geography:	☐ UK ☐ North America ☐ EMEA ☐ APAC ☐ WW
Point of contact	
Name:	
Email:	
Telephone:	

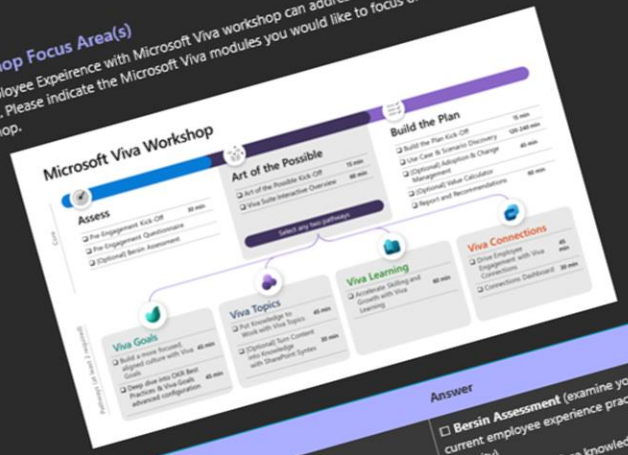
Workshop attendees (customer)

Capture detailed information about the key stakeholders for this workshop. Note that one person can play several roles throughout the project.

	Name, email address, phone number	Location, time zone	Comments

Workshop Focus Area(s)

The Employee Expeirence with Microsoft Viva workshop can address multiple areas of customer interest. Please indicate the Microsoft Viva modules you would like to focus on as part of your workshop.



Question	Answer
workshop content are you interested in	☐ **Bersin Assessment** (examine your current employee experience practice and maturity) ☐ **Viva Topics** (surface knowledge within the flow of work) ☐ SharePoint Syntex (better together with Viva Topics) ☐ **Viva Connections** (drive engagement and communications) ☐ Viva Connections Dashboard – Extending Connections with LOB apps and ACE cards **Learning** (aggregate learning erate skilling/growth)

	☐ **Microsoft Viva Value Calculator** (learn your potential business value opportunity from the unique employee experience Microsoft Viva provides)
Which scenarios or initiatives are of most interest to you for the Microsoft Viva workshop?	☐ New Hires & Employee Onboarding ☐ Communications & Engagement ☐ Growth & Development ☐ Wellbeing, Focus and Productivity ☐ Performance transformation & alignment ☐ People-first culture ☐ Other

Microsoft 365 Tenant Details

Use the following table to capture information about the Microsoft 365 tenant.

Question	Answer	Comments
Does your organization already have a production Microsoft 365 tenant?	☐ Yes ☐ No	Tenant name: Tenant ID:
If you have more than one tenant associated with your organization, note all the IDs.		
In what regions are the tenants deployed?		
Does your tenant have an industry name?	☐ Multitenant ☐ Dedicated	
Are these tenants Microsoft 365 multitenant or dedicated?		

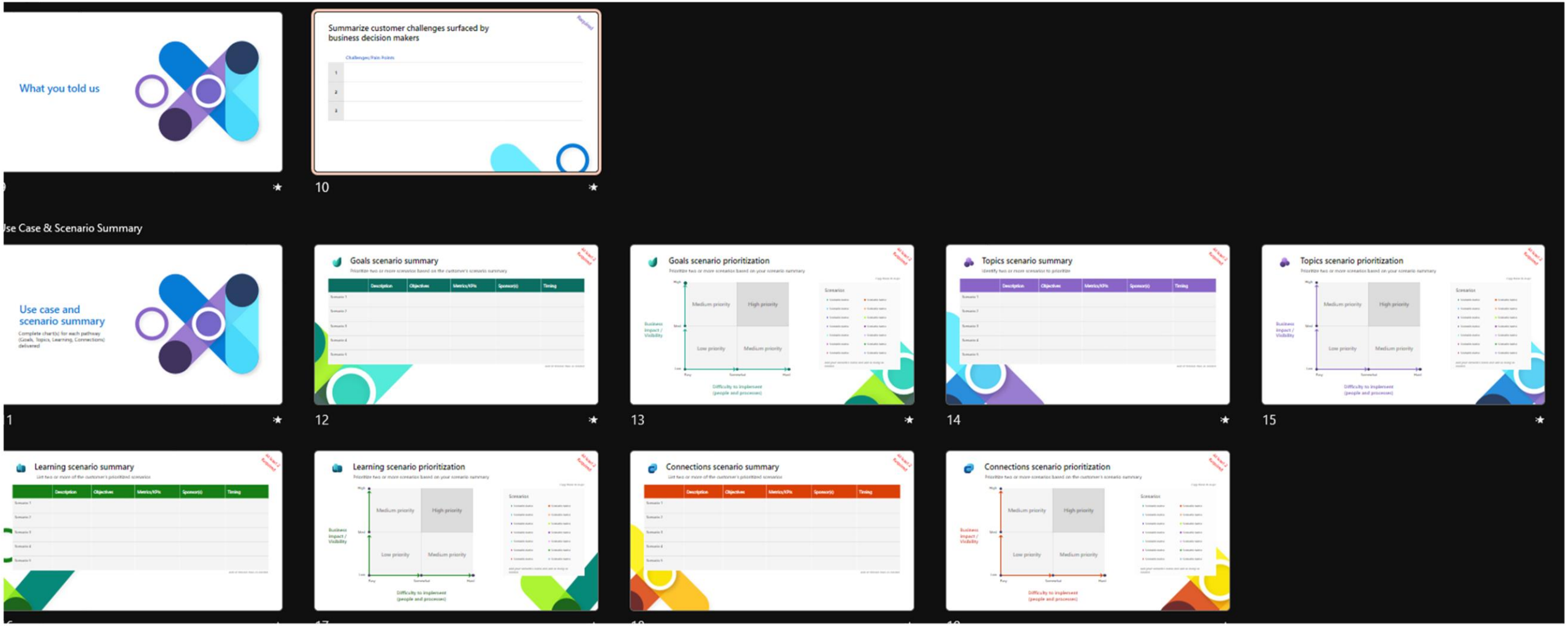
Report & Recommendation = Customer's cookbook

Required

Pre-Engagement questionnaire responses

Question:	Response:
Workshop Readiness: Has an executive sponsor or decision maker from the business (HR, Learning) been identified to participate in or receive the results of this workshop?	Check with customer
Workshop Readiness: Have you pre-selected and prepared for core use cases and scenarios to present to the customer, based on the customer's priorities and interests?	Yes, I used some examples from previous similar workshops
Viva Goals: Do you currently use any goal-setting methodology in your organization?	Not applicable as we did not cover Viva Goals in this workshop
Viva Goals: Do you use any task tracking or project management software today?	Not applicable as we did not cover Viva Goals in this workshop
Viva Topics: Is your organization doing anything it calls knowledge management? In general, do people who need information know who has it and how to find it?	Not applicable as we did not cover Viva Topics in this workshop
Viva Topics: What solutions are deployed for managing content, compliance or workflow?	Not applicable as we did not cover Viva Topics in this workshop
Viva Learning: Does your organization have a centralized Learning Management System (LMS) or Learning Experience Platform (LXP)? If yes, what LMS or LXP are you currently using?	Check with customer
Viva Learning: Does your organization have an active subscription with a learning content provider like LinkedIn Learning, Skillsoft, etc? If yes, what learning content provider(s) are you currently using	No, the customer do not have an active subscription with learning content providers
Viva Connections: Does your organization have a system to manage employee-wide news and communications, if so – what is it?	The customer uses Yammer for company wide communications
Viva Connections: What platform is your current intranet built on? If SharePoint, are you leveraging classic or modern experiences?	Currently only Yammer is used

Report & Recommendation



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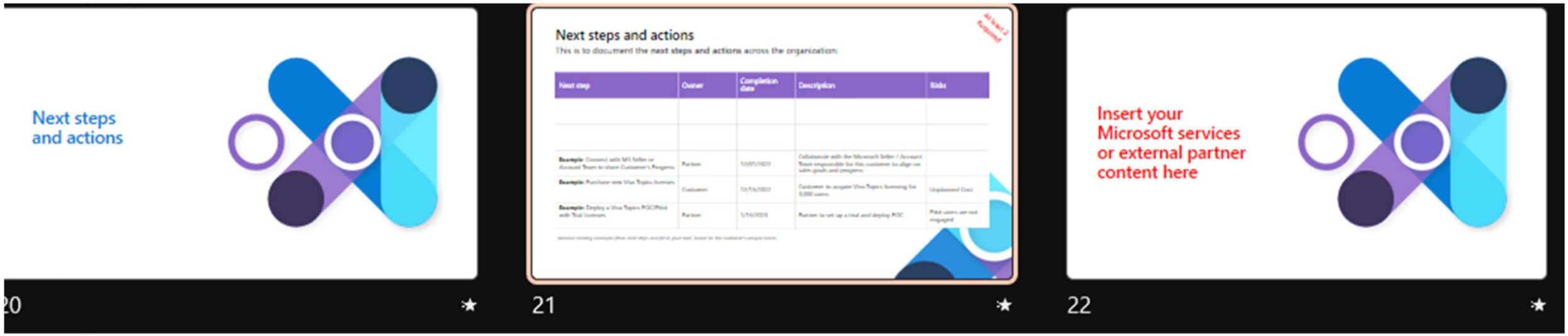
Report & Recommendations



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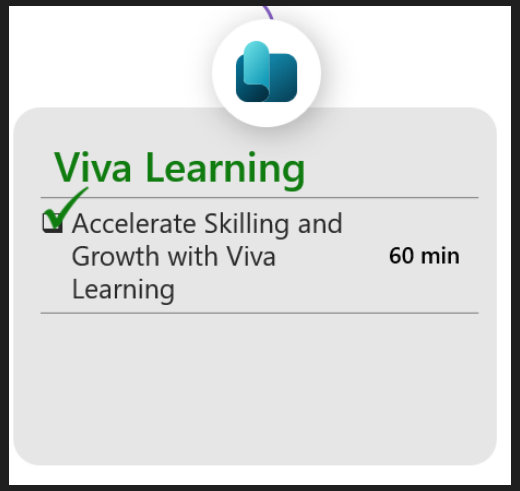
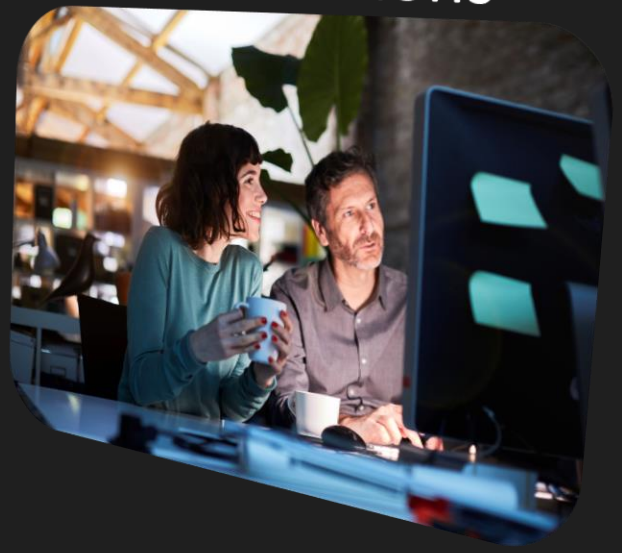
What is important for Viva Learning

- Where is self-produced learning items collated?
  - Inform about and suggest Microsoft Learning Pathway
- LMS?
- Current learning solutions?
- Inform about Microsoft Viva Roadmap learning path

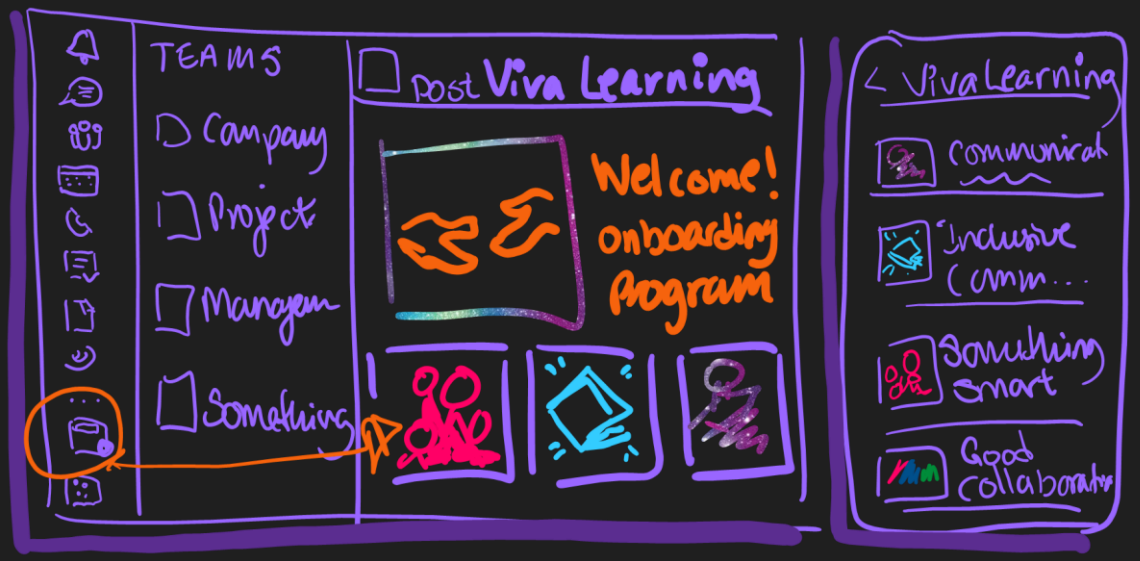


Microsoft Learning Pathway

LMS solutions



LinkedIn Learning



Other learning platforms

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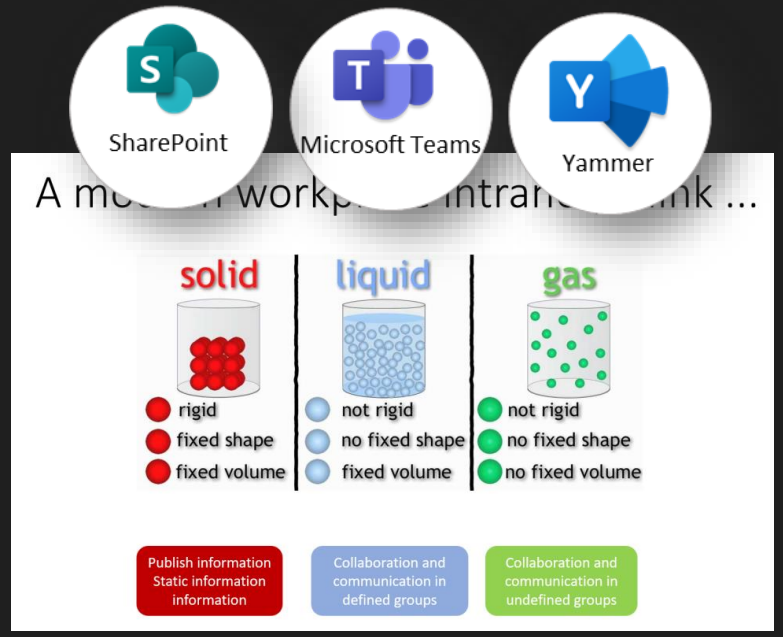
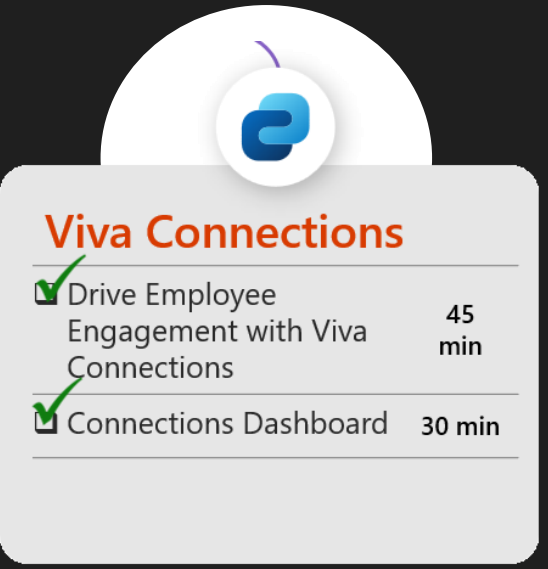
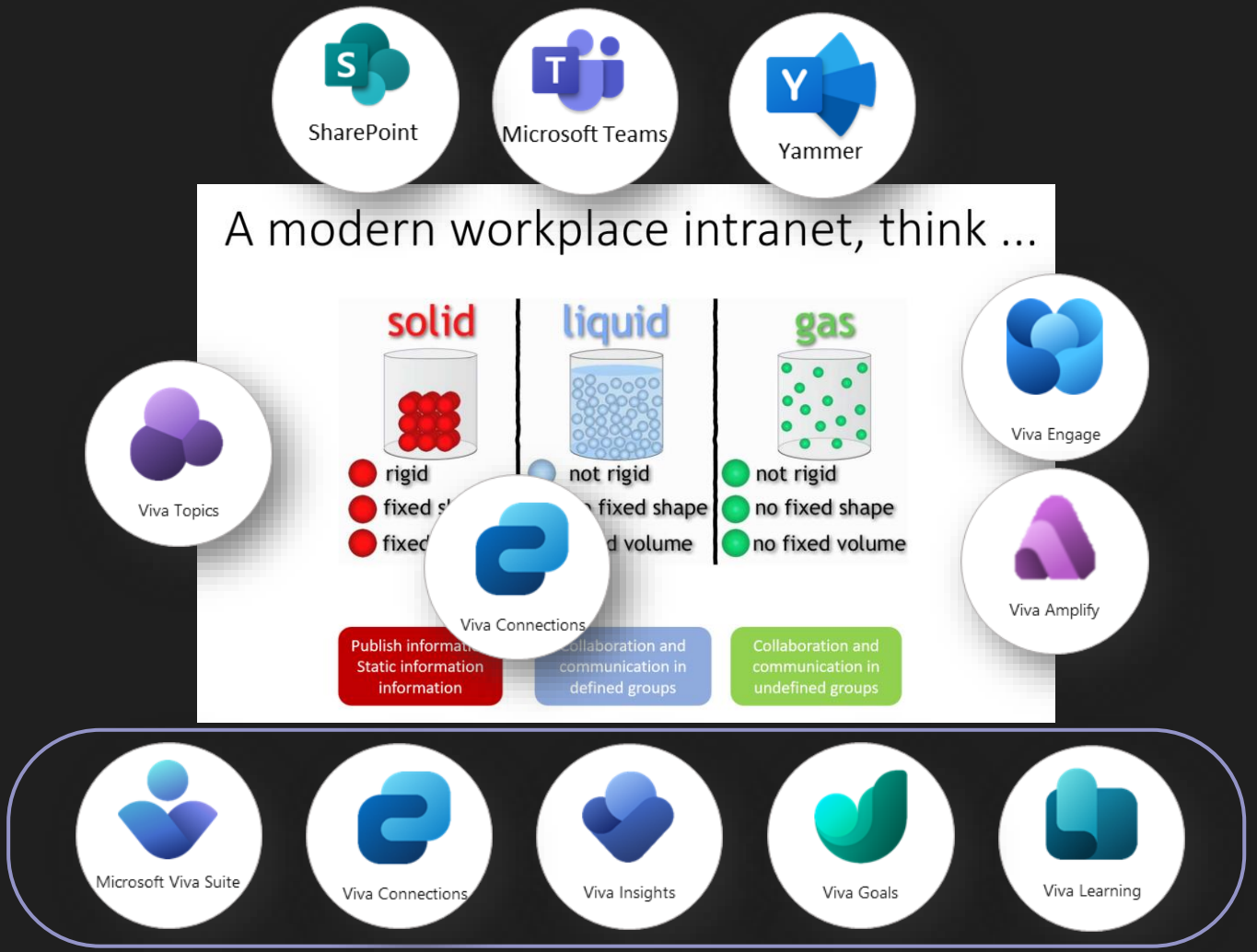
What is important for Viva Connections?

- Map Current “intranet”
  - SharePoint modern or classic, online or on-prem?
  - Other solutions
  - SoMe-type of “intranet” – only Teams, only Yammer or only Workplace by Facebook
- What is NEW “intranet”





New intranet with Microsoft Viva



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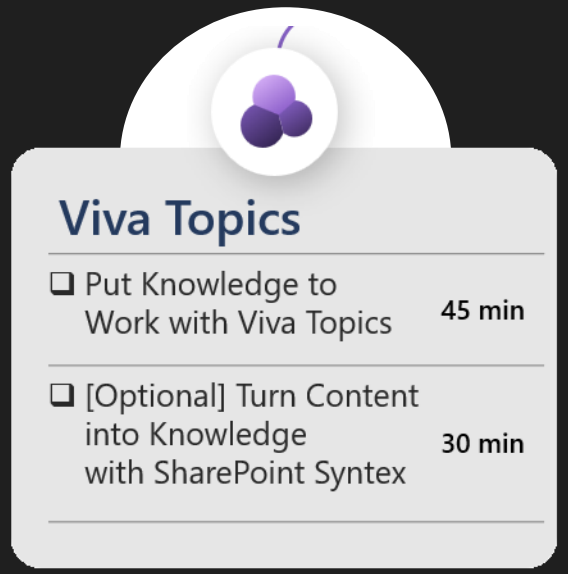
What is important for Viva Topics?

- Housekeeping
- Plan
- Maintenance team (Knowledge manager)
- Define sources and topics
- Manual structuring (language)



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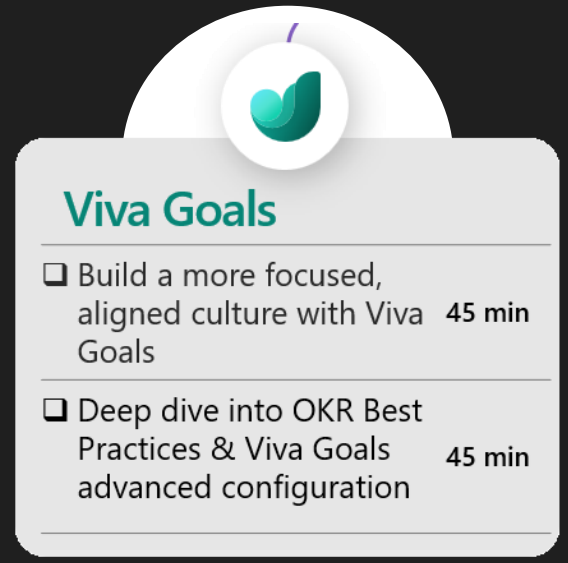
What is important for Viva Goals?

- Company visions and strategies
- Use time and effort concretizing targets into doable actions



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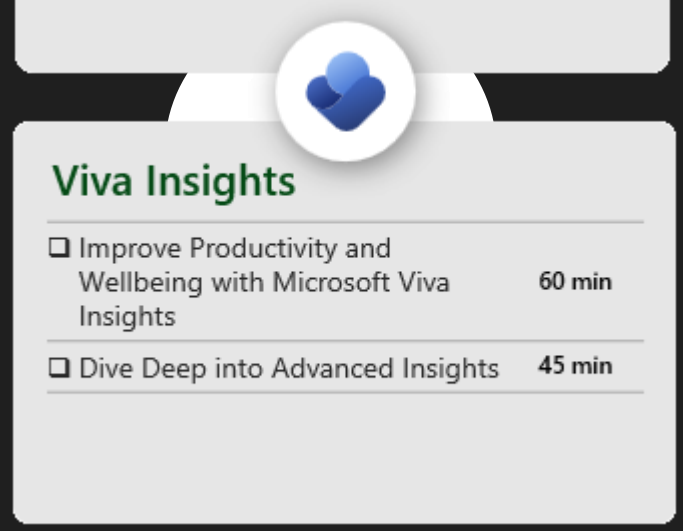
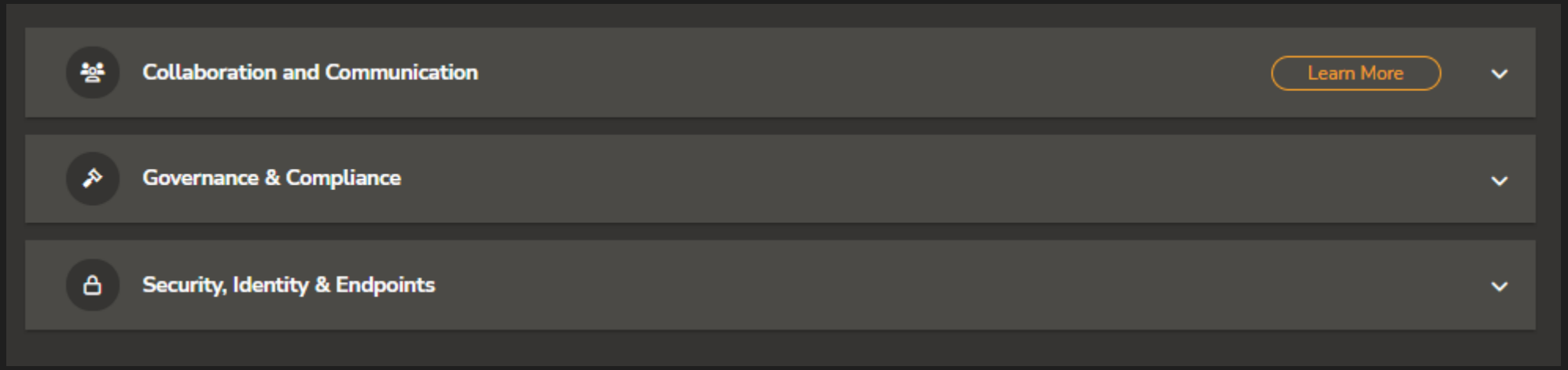
What is important for Viva Insights?

- Plan and ownership
- Leadership training
- Communication





https://cloudway.com/what-we-do/

M365 ReVival

Venue What to Expect Agenda Speakers

M365 ReVival 2023

FEBRUARY 16

Microsoft Norge