

Porteo "Ready to Roll" Intranet



- Designed by a Microsoft Gold SharePoint partner
- Provides a solid foundation to roll-out and grow
- One-Day Installation
- Runs on SharePoint on premise or cloud
- Watch Video at Website: <http://porteointranet.com/>

Ed Grossman



- Founder and CEO of SimplePortals Partners Group
- CEO of SimpleSharepoint
- Author SharePoint Information Architecture three day workshop
- 18 years experience building content and knowledge management systems, 30+ years experience in technology
- Co-Founder of the Vermont SharePoint User Group
- Guest speaker for SharePoint Saturdays and Conferences
- Master Trainer for Information Architecture courses Currently working with enterprises to develop knowledge and digital asset management systems, process automation, taxonomy and metadata governance strategies

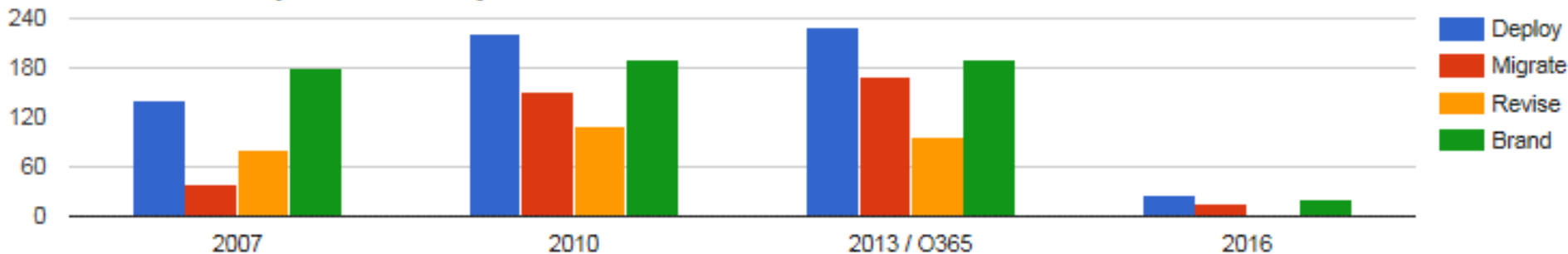
simplesharepoint

SimplePortals group of Microsoft partners

A SharePoint house from the days of 2003 version onwards with expertise in Custom Development, Farm Infrastructure Administration and Migration.



Our SharePoint Projects Breakdown by Version



Why Are Business Installing Porteo Intranet?

- Companies want increased productivity and improved communications
- Reduced expenses for content management and business process automation
- And because they know getting past the blank screen is the hardest part of the journey!



Porteo Intranet contains the most requested apps organized by People, Places, Things, Time, & Reference.

1. Org Chart
2. Contact List
3. Employee Directory
4. Policy Handbook
5. Job Postings
6. Directions with Maps
7. Business Locator
8. Expense Reports
9. Resume Tracking
10. Suggestion Box
11. Phone Directory
12. Company Events Calendar
13. Press Clippings
14. Internal Bulletins
15. Electronic News Feeds
16. Department Newsletters
17. Discussion Data Base
18. Document Library
19. Computer Asset & Maintenance
20. Company Store
21. Training Room
22. Department Templates for HR, IT, Sales & Marketing
23. Project Management Templates for single or multiple projects
24. Infopedia Learning center

You Are Here > Porteo > Default



- HR Department**
 - Staff Recruitment*
 - Staff Onboarding*
 - Time Off Management*
 - Performance Reviews*
- IT Dept**
 - Support Tickets
 - Suggestions!
 - Beta Dept Template
 - Design Machine
- Sales & Marketing**
 - Sales Libraries



People Finder

August 19
Friday
1:31:57 PM

New York 1:31 PM | Radmond 10:31 AM | London 6:31 PM

Quote of the Day CEO Message Our Mission

August 19

“Winning isn't everything, but it beats anything in second place.”

Project Spotlight My Tasks Contacts

Workday Survival 101
Keeping productive while having fun is possible!
Defining

Resources Library Quick Links

Human Resources

- New Hire Orientation Package
- Holiday Schedules
- Vacation Request/Timesheet
- Jobs

IT

- Helpdesk
- Dell Employee Purchase Program
- IT How-To Documents

Anniversaries Birthdays Holiday Calendar Company Calendar

Company News Locations Newsletter

Getting Started Weather

Plan Board Enabled Project Template

Project Information

Title: Widget Project

Project Description: This is a project to create widget factory

Budget: \$20,000

Tasks

- New - Not Open
- Open - Not Started
- In Progress

Update Project | Review Requirements | Planning Analysis

Anniversaries | Birthdays | Holiday Calendar | Company Calendar | Company News | Locations | News

HOLIDAYS CALENDAR

JULY 4 Independence Day Monday, 4 July

PORTEO NEWS

Contoso Donates \$10 Million to Ursus University

Ursus University, located on the idyllic Southern Slopes near Lake Bernard Blanc, is a small town...

Company News | By Tilly Lottam | 8/23/2014 11:03 am

Contoso Announces Acquisition of Vitalis Systems

The corporate parent, Contoso, has announced today that it will be acquiring the leading L...

Company News | By Sybil Hovland | 8/24/2014 11:45 am


Human Resources

Welcome to the Porteo HR Department site. Please take a moment to review our Documents and Announcements for more information about the HR Department, or check out our knowledge base and links for more helpful articles.



Information Technology

Welcome to the Porteo IT Department site. Please take a moment to review our IT Documents and Announcements for more information about the IT Department, or check out information about our cu...



HR Core | IT Announcements

Project Home

- Add/Edit Project Tasks
- Documents
- View Team Members
- Manage Project
- Manage Issues
- Manage
- Manage

Simple Single Project Template

(Use this site as a template)

Manage Issues + Risks + Milestones + Project Dates

Multi Projects Management Dashboard

(Use this site as a template)

Assign tasks to projects and divide the hour budget between tasks. Report work hours for each task; the Dashboard to view the current status. Track your customers, actual hours versus budget and get i...

Report Workhours | Dashboard | Libraries | Lists | Reports

Active Projects | My Project Tasks

People Finder Staff Directory

Select [] Display

ALL | A | B | C | D | E | F | G | H | I | J | K | L | Z

Conde, Arianne
Tech Engineering
Bethel, VT

Conde, Jeanne
Solution Architect Admin
Randolph, VT

Porteo Learning Center

– hundreds of pages and videos



00. Governance, our Portal Guidelines (4)

01. Introduction and Decision Trees (12)

02. Collaborate on Projects (9)

03. Communicating Ideas (7)

04. Conduct Effective Meetings (4)

05. Working Together on Content (14)

06. Managing Apps (Lists and Libraries) (27)

07. Using Outlook for Sharing (12)

08. Synchronizing Data with SharePoint (1)

09. Conduct Surveys (7)

10. About The Knowledge Center (1)

11. Getting Social with SharePoint (10)

12. Additional Social Features of SharePoint (12)

13. Publish Web Content Site Authors (14)

14. Publish Web Content Site Owners (14)

15. Publish Web Content Site Collection Owners (11)

16. Search Tips and Tricks (2)

17. What's In SharePoint (10)

18. Customizing "Knowledge Center" (4)

19. Useful Tips (1)

Porteo Intranet Includes



- Porteo “Ready to Roll” Intranet designed by a Microsoft Gold Partner that has deployed hundreds of portals loaded with templates and apps
- One year of software updates
- Installation assistance which includes SharePoint installation if needed or a tune-up of your current SharePoint
- Branding to look like your company
- Power user training, Support and Mentoring for growing your portal using SMART goals and Metrics.

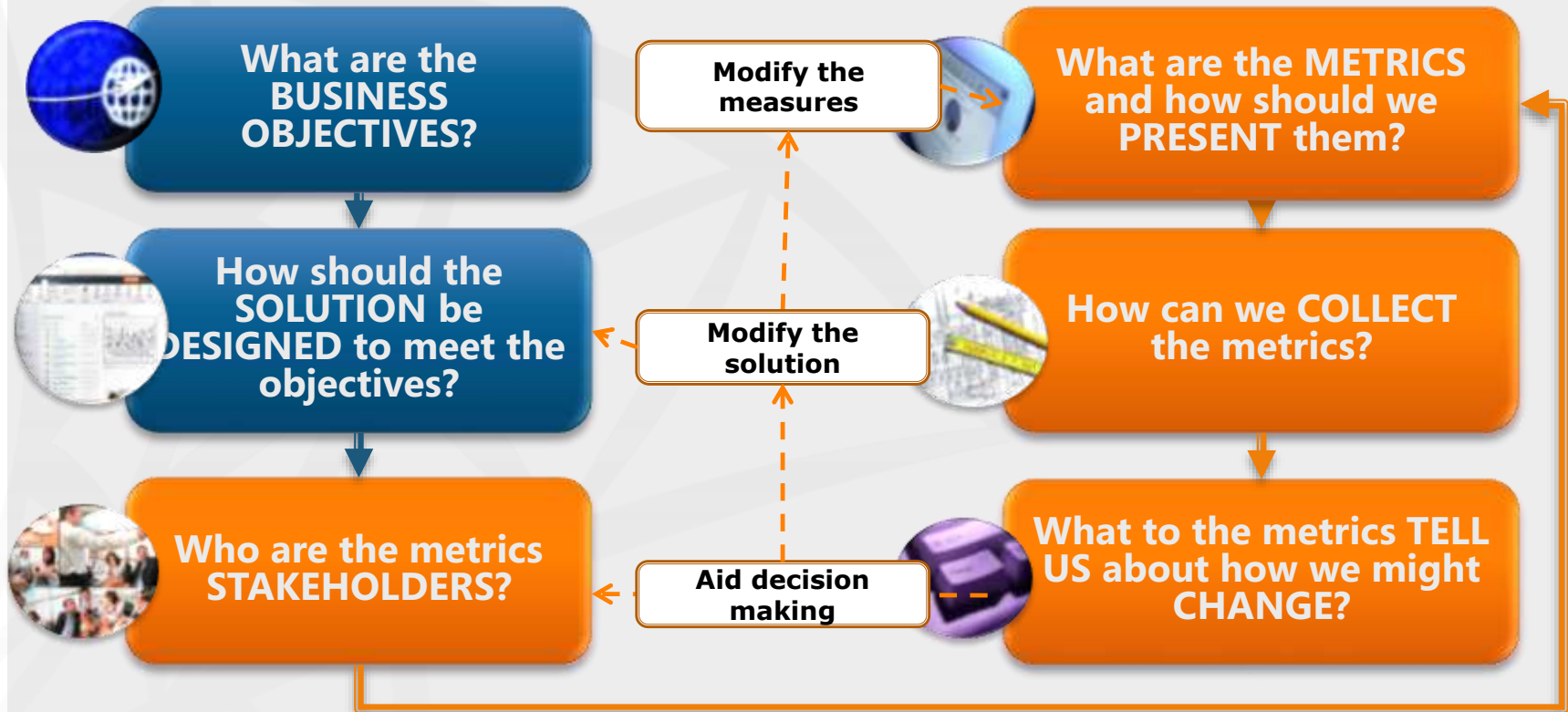
- The list price is \$9,995 for the Unlimited User Version

We Offer SharePoint Managed Services

- Ongoing care and feeding of your portals
 - Service packs, upgrades, T-shooting
- Real people
 - Pick up the phone and speak to a technical person right away.
- Issue Escalation
 - Escalate your tickets to the highest priority in our support queue or to Microsoft Gold Partner support if required



Guidance for Portal to Business SMART Goals



Porteo Guidance for SMART goals

What are SMART Goals?

- **S**pecific (concrete and well-defined)
- **M**easurable (quantifiable, comparable)
- **A**chievable (feasible, actionable)
- **R**ealistic (consider resources)
- **T**ime-bound (deadline driven)

Balanced Scorecard Framework

Objectives	Critical Success Factors	Source	Sample Metrics
<p>Gain frequent and sustained adoption of solution</p> <p>Solution Health</p>	<ul style="list-style-type: none"> High volume of needs that can't be met through existing channels Positive impact on existing workload or work processes 	<ul style="list-style-type: none"> System metrics User Surveys 	<ul style="list-style-type: none"> # of searches per week # of average users per week # unique users per week # of "hits" on key pages/sites "Usefulness rating" from user surveys % of users who say "don't take it away" at the end of the pilot
<p>Provide reliable, easy-to-use technology that can be incorporated into work processes</p> <p>Ensure users understand objectives and how to leverage the solution</p>	<ul style="list-style-type: none"> Solution user-friendliness and intuitiveness Solution reliability Integration of the solution with work processes and existing tools User training Effective help resources Persistent, clear communications Active, sustained management support Incorporation of collaboration into performance objectives and evaluations 	<ul style="list-style-type: none"> System metrics User Surveys Direct measurement <p>Capabilities</p>	<ul style="list-style-type: none"> "Usefulness rating" from user surveys # of searches per week # of average users per week # unique users per week # of "hits" on key pages/sites # Help Desk calls/week % of users trained % of pilot milestones achieved # of communications events/activities
<p>Demonstrate clear value with respect to the business strategy</p>	<ul style="list-style-type: none"> Tangible, quantifiable examples of reductions in process cycle time <p>Business Value</p>	<ul style="list-style-type: none"> "Serious" Anecdotes collected via surveys Estimates and/or direct measurement of cycle time 	<ul style="list-style-type: none"> # of anecdotes \$ value of anecdotes Cycle time improvement (in hours)