

Work from Home Business Solutions

Capption (Pty) Ltd

**Cloud-Based Business Solutions Consultancy,
Training & System Development**

Presented by

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Proposed to

Private Sector

Kimberley,

South Africa

DYNAMIC INNOVATIVE BUSINESS SOLUTIONS

My name is Peter Michael Salo, I am a Microsoft Partner and my business specialises as a cloud solution expert. My passion is building solutions to empower business operations for teams to collaborate remotely in the most productive & efficient manner. My Services include;

- 1) Cloud Solution Provider of Microsoft Licenses**
- 2) Cloud-Based Business Solution Consulting**
- 3) Training Workshops on all Microsoft Home & Business Applications**
- 4) Cloud-Based Business Solution System/Application Development**

I wish this information would have come to you under better circumstances but with the current Covid-19 virus pandemic and the nation lockdown extension, our business sector has been shut down and only essential service business can operate during this time.

We know that you're being impacted, we know that you need to stay connected now more than ever. As business owners, we must take the necessary measures to adapt and ensure that our business operations can continue without significant interruptions.

We can all agree that the way we live and do business will never be conducted the same again.

Microsoft has revealed that there has been a 775% increase in demand for cloud based business solutions during this time.

Fortunately, for those who have adopted cloud-based business solutions, those businesses have been able to shift working remotely with relative ease and have been reaping the collaborative benefits available at their disposal.

For many business owners who have not migrated over to the cloud yet, business operations & team productivity have been severely impacted and will continue to be. The most crucial questions we must ask our business owners during this time is;

Have you designed your business to operate remotely?

How effective has your preparation been to take your business home based?

Since going home based, how efficiently has your business been operating and can you improve?

This proposal is designed to communicate the power of the cloud and how cloud-based business solutions can empower your business to operate remotely during the lockdown and thereafter. It is our responsibility to inform you of the resources and tools available in the market to ensure that your business can operate and continue to profit during these uncertain times.

We believe that your business is an indispensable determining factor & a significant contributor to our countries economic stability. You drive our innovative profitable business models and provide job opportunities to hard working people who would otherwise be unemployed if it were not for your company.

It has to be said that you are valued, your business is valued and we as a country need to get behind you and support you to ensure that you make it through this pandemic.



Business Challenges in the Form of Questions

The questions below will give a practical understanding of how the power of the cloud can transform business operations to work more efficiently & unleash team performance

Is your business designed to work from an office or can it operate remotely with your team from anywhere?

Do you have repetitive tasks that require an unnecessary amount of time to complete?

Have difficulty planning & keeping to a schedule? Have difficulty setting out employee tasks & holding them accountable to complete them within due dates?

Do you have documents that require a team to work on? Do you currently send your document unprotected through email to different team members, have members fill in the information then send it back to you via email, access the document, copy the information from all members and paste it in the original while creating multiple forms of the same document?

Do you need boardrooms or office space to have meetings?

Do you need to have hard copy documentation or require your laptop with you if you need to present or share information? Is business information & documents stored as hard copies or limited to computer storage capacity?

Do you receive customer feedback to continuously tailor your services and products to what your customers/clients needs?



Essential Cloud Solutions to Empower your Business Operations Remotely

Remote Work Experience

- Work from anywhere
- Work on any Device
- Work Online & Offline

Seamless Integration

- Consistent working experience throughout all **Microsoft applications**
- Consistent working experience throughout all **Devices (Laptop/iPad/Mobile)**
- Consistent working experience **Online, Offline & Workplace Hub**



Document Storage & Collaboration

Share and manage content, knowledge, and applications to empower teamwork, quickly find information, and seamlessly collaborate across your organisation with SharePoint & OneDrive

- Store & structure information/documentation
- Set up team sites for specific members to have access to specific information/documentation or who work in different departments of the business
- Set permissions (read only, edit, restrict further sharing, etc.) on information for sharing of protected/confidential information
- Back track previous versions of documents to restore lost/damaged/changed information
- Collaborate on documentation simultaneously with team members

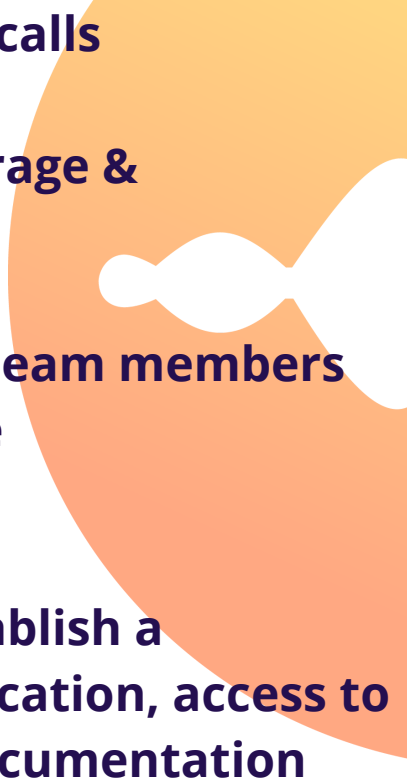


Personalise Business Departments & Teams



Personalize your organisation to group business departments and members who work on projects together to collaborate privately

By grouping Business Departments & Teams on the cloud using Microsoft Groups, you will personalise;

- A Group calendar to schedule meetings & calls
 - A SharePoint group site for document storage & collaboration
 - A project management Planner to assign team members for tasks & activities required to complete daily/weekly/monthly work objectives
 - A integrated workplace Teams hub to establish a centralised work experience for communication, access to all applications and group information/documentation
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Project Management Planner

Take the chaos out of teamwork and get more done! Microsoft Planner makes it easy for your team to create new plans, organise and assign tasks, share files, chat about what you're working on, and get updates on progress.

- Plan out projects with your team identifying tasks & objectives that need to be completed
- Team leaders can assign tasks to team members
- Add checklist of objectives required to complete task
- Set due dates for tasks with automatic reminders scheduled on a calendar to notify assigned members
- Team members can comment as they complete checklist items on a task to provide progress reports on tasks and projects
- Team Leaders have complete access to view project tasks & checklists as members advance to ensure deadlines will be met



Team Communication

Microsoft Teams Platform Part 1

- Chat with Teams
- Audio & video call Teams as well as external individuals and groups (business or personal)
- Video Meeting calls with up to 250 participants on one call
- Schedule & host webinars with clients/customers with live presentations
- High quality presentation features with screen sharing for desktop, office applications & web browsers
- Record audio & video calls for storage and representation purposes
- Chat, call and collaborate simultaneously on documents with Teams





Workplace Hub

Microsoft Teams Platform Part 2

Centralise & unify your solution as a workplace hub platform for all;

- Work communication
- Document storage and collaboration on work content
- Project manage teams
- Personalise your teams into different groups
- Remote working and integration features

Experience the Cloud with Me!

Schedule a free consultation with me where I will present a live demo of how Microsoft Cloud Solutions can be tailored to empower your business operations!

Our consultation process is as follows;

- **Step 1:** Book a session date that suits your schedule
- **Step 2:** Attend the session with me and openly communicate your business operations & challenges to receive a tailored solution
- **Step 3:** Participate with me in a live interactive experience of a demo solution tailored to your business needs

[Click here to Schedule a Session!](#)



Ready to take your business to the cloud?

Register now to utilise the best cloud solutions & tools available on the Market for your business with

Microsoft 365 Business Packages!

Your first 30 days will be free!

[Click here to Register!](#)

The Cloud is not your Future, the Cloud is now!

I want to personally thank you for reading through the content provided in this proposal. In summary of all the content, Cloud-Based Business Solutions is designed to equip business Teams and operations by;

- **Reducing time in completion of repetitive tasks**
- **Enabling business operations to be conducted remotely from any location**
- **Producing a modernised structure and efficiency in service & product delivery**
- **Unleashing team performance in communication, productivity & collaboration through solution specific tools and applications**
- **Streamlining a seamless user friendly approach to business convenience**
- **Spear head your ability to continuously adapt & improve your business approach to the constant changing external environment as it keeps moving**

We know that we are living in difficult times and we have never encountered anything like what we are currently experiencing but if the past has shown us anything, it is that

through the greatest forms of adversity, a spirit of excellence must arise from those individuals & groups who are willing and destined to advance

through to the other side and what we find is they actually come out stronger than what they were before.

Thank You

PETER MICHAEL SALO

