CHANGING SOCIAL

MICROSOFT VIVA INSIGHTS

Improve **EMPLOYEE** WELLBEING

Personal Insights

Manager Insights

Leadership Insights

What's included

Viva Insights Overview

Viva Insights is a powerful tool to improve organisational, team and personal productivity.

Viva Insights provides privacy-protected insights and actionable recommendations that help everyone in the organisation work smarter and achieve balance.

01 Personal Insights

Receive personal insights visible only to them to help identify opportunities to change how they work so they can do their best work.

02 Manager Insights

Understand the patterns that can lead to team burnout and stress and address these challenges with actionable recommendations.

03 Leader insights

Use powerful insights to make better business decisions and transform your organisation

Steps to leveraging Viva insights **IN YOUR** ORGANISATION

1

Initial Call

- Discovery session to understand your organisation

2

MCI Workshop

- Assess
- Art of the Possible
- Build the Plan

3

Installation & Configuration

- Licensing and roles
- Insights install and configuration

4

ACM Components

- Awareness & Communications
- Training

Get In Touch

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Contact our team of Microsoft Adoption and Change specialists.

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CONTACT US

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WORKSHOP

MICROSOFT VIVA

Insights

The workshop provides an in-depth exploration of Personal, Manager, and Leader insights with privacy controls and data analysis capabilities to understand the impact of work patterns on productivity and wellbeing, provide privacy-protected insights and actionable recommendations, address complex challenges with advanced tools and capabilities.

WORKSHOP EXPECTATIONS

- A prioritised list of business scenarios that can be addressed by deploying Microsoft Viva
- Recommended preparation in terms of skills and best practices
- A roadmap outlining potential workstreams and dependencies with clear next steps
- An adoption framework

BOOST YOUR ABILITY TO ROLL OUT HYBRID TEAMS WITH INSIGHTFUL FEEDBACK

WORKSHOP OVERVIEW

1 Assess

- Gather information on key business scenarios
- Define scope
- Identify business stakeholders
- Introduce Microsoft Viva

2 Art of the Possible

- Showcase employee experience transformation
- Microsoft Viva overview with selected pathways
- Demos and immersive experiences

3 Build the Plan

- Build upon your newfound knowledge and pair it with your unique business challenges
- Prioritisation of scenarios and next steps built into a plan

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Microsoft Gold Partner

CHANGING SOCIAL

Our Viva Insights Adoption Service

Change the way you work.

Our approach at Changing Social is to focus on the people and that's what makes Viva Insights such a powerful tool, to help transform the organisation to enhance team and employee productivity and wellbeing.

Installation & Configuration

01 Installation & Configuration

- To ensure that the licences and roles have been assigned to the correct, IT Administrators, Data Analysis and leaders within the business.
- To ensure that advanced insights, are configured and aligned to Azure Active Directory, to ensure that the data is accurate and aligned to the correct departments, leaders and managers.

Awareness & Communications

02 Awareness & Communications Planning

- Understanding the project goals and objectives
- Persona Mapping & Stakeholder Mapping
- Internal Communications Review
- Understanding the branding and tone of voice
- Developing the Communications Plan

03 Create Communications Assets

- Executive Email Awareness
- IT Communications Email
- Intranet news articles
- Yammer Campaign Posts
- Awareness Video Creation (min 8 days)

Training

04 Training Needs Analysis

- Understanding the project goals and objectives
- Persona Mapping & Stakeholder Mapping
- Training Needs Analysis
- Develop the Training Plan
- Create the Training Content

05 Delivery of Training Content

- End User Training
- Executive & PA VIP Training

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