

## THE BENEFITS OF USING MICROSOFT SHAREPOINT

Put simply, Microsoft SharePoint **increases productivity.**

**51%** of the **MS Sharepoint users** are small or medium sized businesses.

**SharePoint** allows companies to **effectively** and **efficiently share** and **access data** and documentation, quickly and securely.

### KEY FEATURES

- Document and File Management
- Advanced Search Functionality
- Websites
- Social Networks
- Extranets
- Workflows
- Intranet Portals



### CUSTOM CONTENT

SharePoint comes with a wide range of features “out of the box.” However, managers have the ability to add a variety of custom features to suit your specific needs.

Add pre-existing applications and features or use the designer tool to create your own.

Customise the appearance of your SharePoint site to match your company branding



### SECURITY and INTEGRITY

SharePoint is designed to protect sensitive data from unauthorised use, by managing permissions and access to lists, sites, documents, folders, applications and more.

Documents stored in the SharePoint Cloud do not require users to check them out before editing

Users can view all changes made to a document and return it to its original state if required



## COLLABORATION

SharePoint enables **remote workers** to **connect and share information** with each other.

The **social features** allow users to share documents and knowledge with ease; improving **collaboration, increasing productivity** and speeding up decision making



## ADMINISTRATION

Your **SharePoint environment** is easy to manage through the Administration Centre. Managers can access **systems settings, monitor performance, run reports, manage security settings, perform back-ups and recovery** all from a single, intuitive admin console.

## EASE of USE

**SharePoint is a flexible solution**; allowing users to add, remove and edit components quickly and easily.

**Customise your SharePoint site**, add standard applications or create your own using the intuitive design tool

# ABOUT YELLOWSPRING

Yellowspring is a specialist in providing IT Support, Cloud Computing, Datacentre and Infrastructure-as-a-Service solutions to small and medium-sized businesses in London and the South East. What makes us unique is our attention to detail and focus on exceptional service delivery.

We like to view ourselves as a new breed of IT Service Provider. We are not an IT Outsourcer, a Datacentre or a Hosting Company; we are all of these things. Most of all, we are a service company.

We are judged on the service we provide to our clients and the impact that the services we deliver have on their business.

Our aim is to be a seamlessly integrated part of our client's organisation; fully understanding their business needs and using our knowledge and experience to deliver exceptional IT. We focus on what we are good at, leaving you to focus on what you are good at - your business.

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