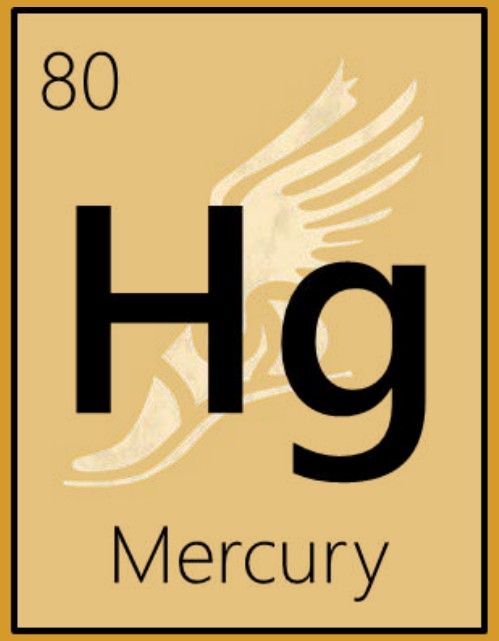
PROGRAM MERCURY

Program Strategy

To Achieve our Company Vision

We Must Apply our Corporate Values

BY TRANSFORMING HOW WE WORK TOGETHER



Program Mercury Approach

Building the foundation for XXX's digital workplace through the effective deployment of communication & collaboration technologies

Driving Principles

Organize

Program Mercury organizes a set of projects around a common theme

Agility and Velocity

Apply formal change management

Align

Incorporate T.O.S., lean, and six-sigma techniques and activities

Partner with T.O.S. at every opportunity

Leverage Executive leadership and sponsorship to drive change and engage the business at strategic opportunities

Engage

We go where the energy is

Deploy a robust, engaged, and plugged-in champion organization

Program Mercury

Stream 1
Technical Preparation

Analyze O365 Technical Environment to ensure technical readiness

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Implementation and building success stories with strategic pilot groups

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Long-term Technical Support Model, Strategy, and Governance

Stream 2
SharePoint Modernization
"the purge"

Phase 1: MyXXX Homepage Refresh

Phase 2: Homepage and tech improvements | Develop HRConnect & About Us

Phase 3: New MyXXX name | About Us & HRConnect

The Purge: Remove ROT

Phase 4: Finish Public Space changes

Stream 3
Business Collaboration

Missions

Partner with the business to identify communication and collaboration obstacles that can be solved using one or many O365 applications or features.

Projects

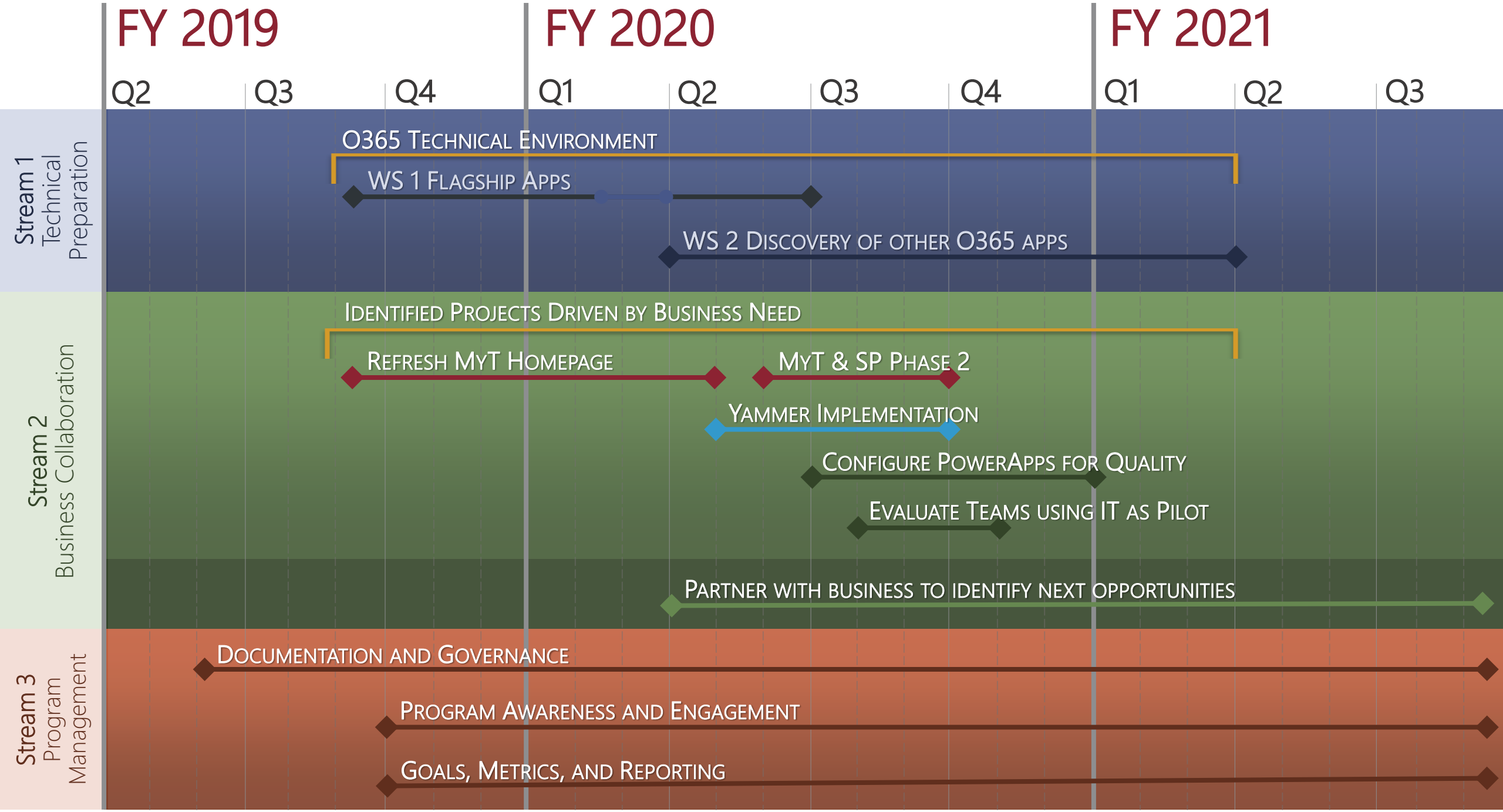
Any application or feature deployment identified through our mission work will be created as a project through Stream 2.

Stream 4
Program Management

Deliverables

- Documentation and Governance
- Program Awareness and Engagement
- Goals, Metrics, and Reporting
- Mission and Project Identification and Prioritization

Program Mercury Toolkit


FY 2019
FY 2020
FY 2021
Q2
Q3
Q4
Q1
Q2
Q3
Q4
Q1
Q2
Q3
Stream 1
Technical
Preparation
O365 Technical Environment
WS 1 Flagship Apps
WS 2 Discovery of other O365 apps
Stream 2
Business Collaboration
Identified Projects Driven by Business Need
Refresh MyT Homepage
MyT & SP Phase 2
Yammer Implementation
Configure PowerApps for Quality
Evaluate Teams using IT as Pilot
Partner with business to identify next opportunities
Stream 3
Program
Management
Documentation and Governance
Program Awareness and Engagement
Goals, Metrics, and Reporting

Program Mercury Toolkit for Communication & Collaboration

Each tool in the O365 toolkit can be used in many different ways, there is a best way to use each tool - so, discover what will work best for your needs

SKYPE FOR BUSINESS - INSTANT COMMUNICATION

ONE ON ONE INSTANT MESSAGING
& SMALL TEAM MEETINGS **planned or impromptu*

TEAMS - COLLABORATION HUB

FORMAL GROUPS DYNAMICALLY WORK ***IN ONE CENTRAL HUB***
SHARE AND COLLABORATE ON TEAM DOCUMENTS | CHAT | PLAN MEETINGS | FACILITATE TEAMWORK | DECISION TRANSPARENCY

YAMMER - CASUAL COLLECTIVES

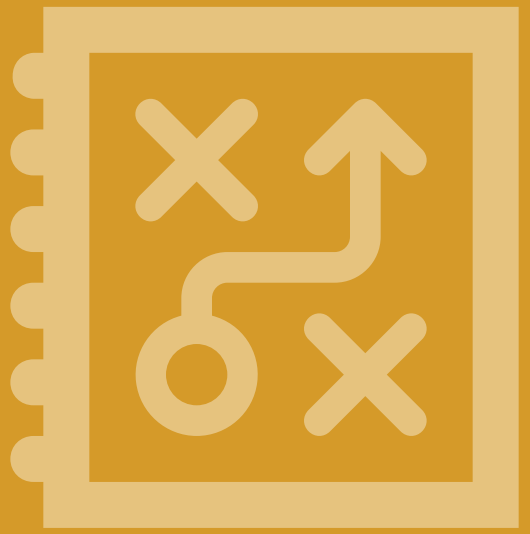
ORGANIC, DYNAMIC, CASUAL, AND DECENTRALIZED
COMMUNICATION FOR COMMUNITIES OF INTEREST

SHAREPOINT - FORMAL COLLABORATION

STRUCTURED INFORMATION FOR DOCUMENT SHARING AND ESTABLISHED TEAM COLLABORATION

OUTLOOK - FORMAL COMMUNICATION

TRADITIONAL AND FORMAL INFORMATION AND DOCUMENT SHARING



Established Projects

The next set of slides provides a high-level overview of the projects that are officially started and sit under the Program Mercury umbrella

Yammer Enterprise Project

Configure the Yammer Enterprise environment and complete four business use cases for Program Mercury Toolkit

Yammer Adoption Activities

Define what success means for your team

We will meet with each team to understand your specific needs and brainstorm how to measure success for your team.

Team awareness and desire plan

Once we define success for your team our team will create a customized adoption toolkit and success roadmap designed to educate your group of users on how to add value to their work by using Yammer.

Establish Yammer Super Stars

Establish a few Yammer Super Stars that will act as the moderators of the group. They will regularly monitor the conversations and encourage engagement using posts, answering questions, and bringing people into the conversations with mentions.

Adoption test run

Once we define success for your team, review your unique adoption toolkit, set expectations with your Yammer Super Stars, and begin executing your success roadmap we will start a 2-month adoption test run (Starting May 2019 - ending July 2019)

MyXXX Homepage Refresh

Upgrade the Intranet homepage design and functionality utilizing the modern SharePoint environment

Project Details

Changes Planned for Go Live (10/15)

MyXXX GPO Change

- GPO Ready - Staged for Go Live
- Need to communicate with IT Site Support and all End Users about change
- International Plan

Publishing Process for end users

- Tested and working out final details
- Will communicate to end users with messages about GPO

Social Web part on Homepage (Add Twitter Feed)

- Need Legal to sign Corporate Communication's Social Policy

SharePoint Cleanup (~500 sites)

- All sites prepared and ready for Go Live

Timeline

August

- Complete Technical Execution
- Begin communicating with IT site support about change
- Meet with International to understand impact

Early Oct

- Review with Corp Communications and IT Stakeholder for final design and content approval
- Communicate with All IT and GSD

Oct 10 - 14

- Communicate with All TGI - change is coming
- Go/No Go Decision from Corp Communications and IT Stakeholder

Oct 15

- Go Live

O365 Technical Environment

Analyze the O365 technical environment to ensure all technical barriers and concerns are addressed