



LIMITLESS POSSIBILITIES

EXPLORING MICROSOFT 365 DEVELOPMENT USE CASES

LIMITLESS POSSIBILITIES

Unlock the power of Microsoft 365

Microsoft 365 is used by a huge number of businesses around the world every day, including 330,000 in the UK alone. It's the top choice for business apps, with a 90% share of the productivity suite market. But, despite its popularity, very few of those companies use it to its full potential. At So365, we're on a mission to share the limitless possibilities of Microsoft 365, helping businesses become more efficient, productive, secure, and profitable.



— Microsoft 365 empowers organisations to innovate faster, automate smarter, and make data-driven decisions

In today's rapidly evolving business landscape, organisations are constantly seeking ways to innovate, streamline operations, and stay competitive. Microsoft 365 offers an unparalleled suite of development technologies that empower businesses to achieve these goals efficiently.

With these tools, the possibilities for custom development are truly limitless.

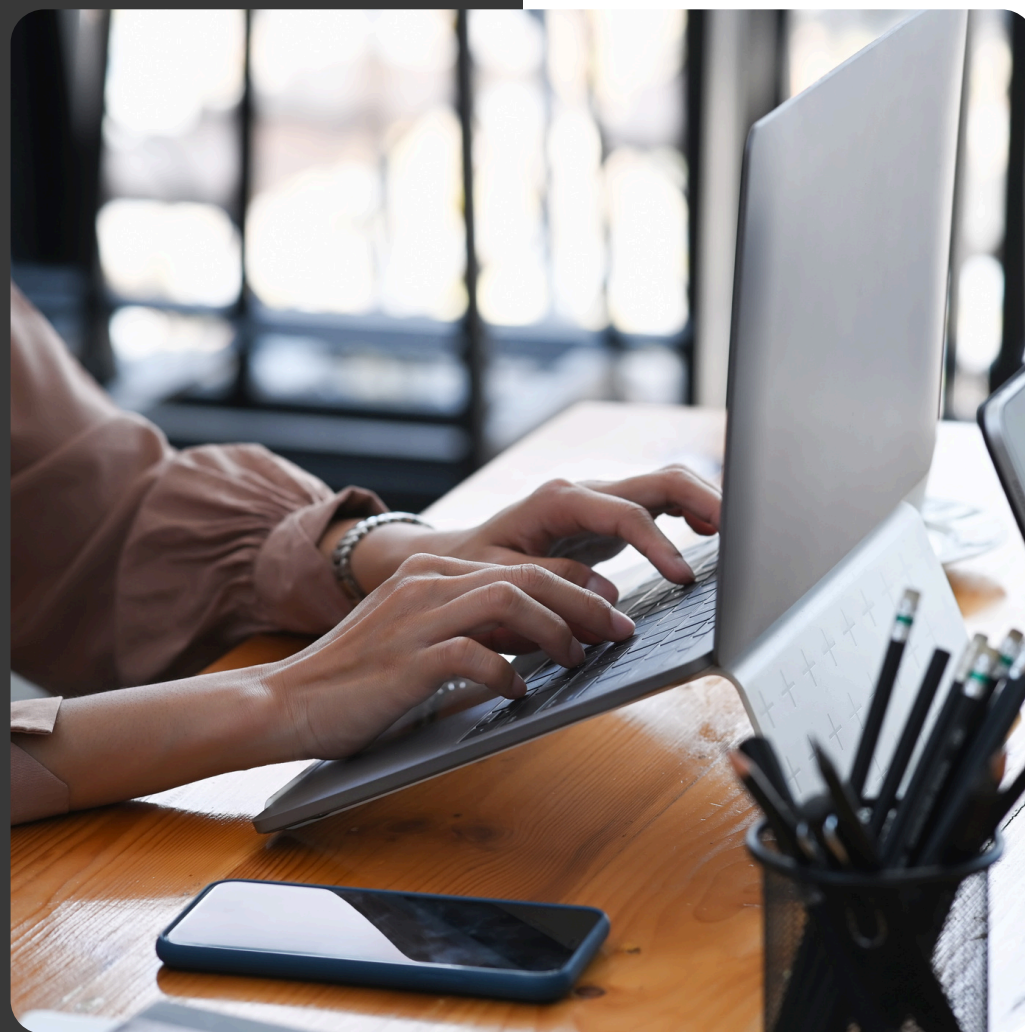




CORE TECHNOLOGIES

— Introduction to Microsoft 365 Development Technologies

At the core of Microsoft 365's development capabilities are four key technologies: SharePoint, Power Apps, Power Automate, and Power BI. Each of these tools plays a vital role in enabling organisations to create bespoke solutions, automate processes, and gain actionable insights.



SharePoint

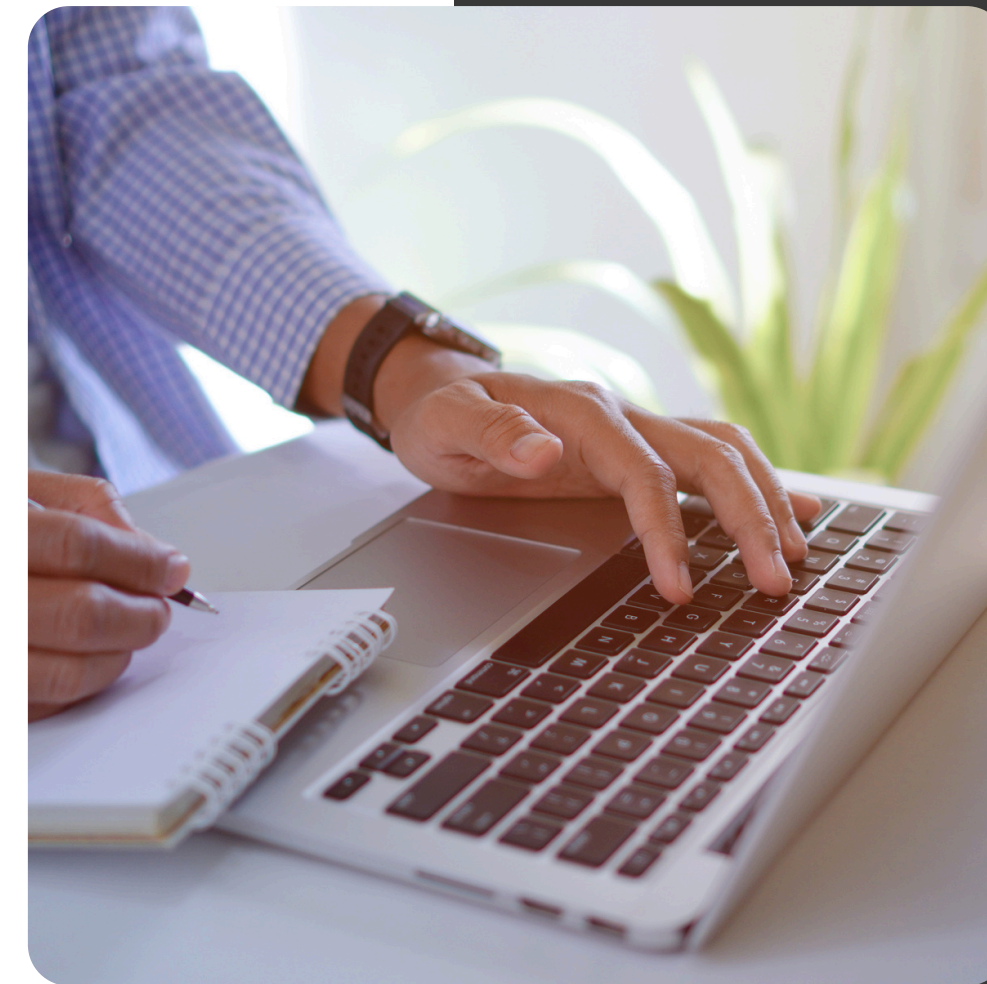
Your digital workplace foundation.

SharePoint serves as the backbone of Microsoft 365, providing a centralised platform for document management, collaboration, and content sharing. It supports a wide range of use cases, from intranets to policy libraries, and integrates seamlessly with other Microsoft 365 tools.

Power Apps

Build apps. Solve problems. Fast.

Power Apps is a low-code application development platform that allows users to create custom business applications quickly and easily. By leveraging pre-built templates and drag-and-drop functionality, even non-developers can build powerful apps tailored to their specific needs.



Power Automate

Automate the everyday.

Power Automate is a workflow automation tool that streamlines repetitive tasks and connects various systems and data sources. It enables users to automate everything from simple approvals to complex multi-step processes.

Power BI

Automate the everyday.

Power BI is a data visualisation and business intelligence tool that transforms raw data into interactive and visually compelling reports and dashboards. It helps organisations make data-driven decisions by providing real-time insights and analytics.



A wide-angle landscape photograph of a mountain range. The foreground shows dark, silhouetted mountain peaks. Beyond them, numerous layers of mountain ridges and peaks are visible, each progressively lighter in color due to atmospheric haze, creating a strong sense of depth. The sky is a pale, hazy blue with soft, wispy clouds. The overall mood is serene and majestic.

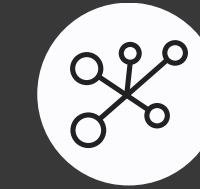
USE CASE HIGHLIGHTS

Microsoft 365 Development Use Cases: Unlocking the Potential of Microsoft 365

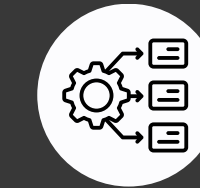
The versatility of Microsoft 365 development technologies can be demonstrated through a range of real-world use cases.

Below, we explore some of the most impactful applications of these tools. Each of these is an example of real development projects we have worked on with our clients.

From HR to Finance, these real-world examples show how Microsoft 365 development tools are transforming everyday business processes into streamlined, intelligent solutions.



SharePoint Intranets



Case Management



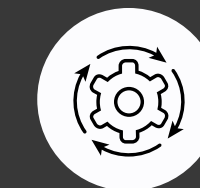
HR Applications



Project Management



CRM Solutions



Operational Efficiency



Accounts and Finance



Regulatory Compliance

USE CASE HIGHLIGHTS

SharePoint Intranets

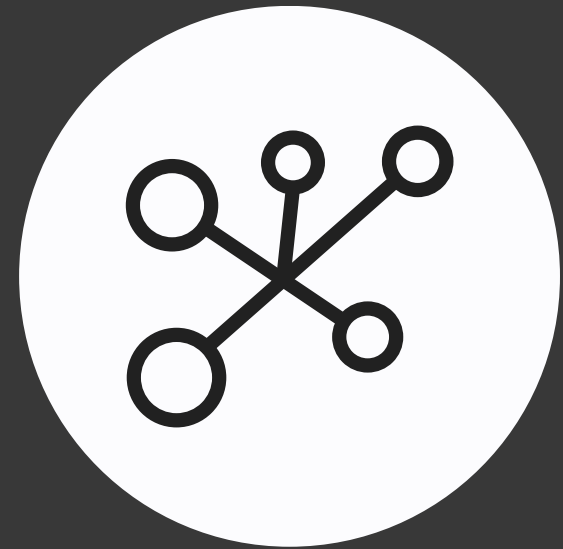
News and Information Hub

A centralised platform for publishing and accessing company news and updates. This hub fosters communication and engagement within the organisation by featuring news articles, event calendars, and forums.

Intelligent Navigation and Discovery

Utilises metadata and search capabilities to help employees quickly find relevant information and documents, enhancing productivity through efficient resource discovery.





USE CASE HIGHLIGHTS

SharePoint Intranets

Department Portals

Provides department-specific information, resources, and updates to streamline communication and improve access to necessary tools and data.

Policy Libraries

An intelligent policy library that makes it easy to locate and manage policies using metadata, ensuring consistency and compliance across the organisation.

Company Directory

A comprehensive directory that includes contact information for all employees, facilitating better communication and collaboration.

USE CASE HIGHLIGHTS

Case Management

Client Complaints

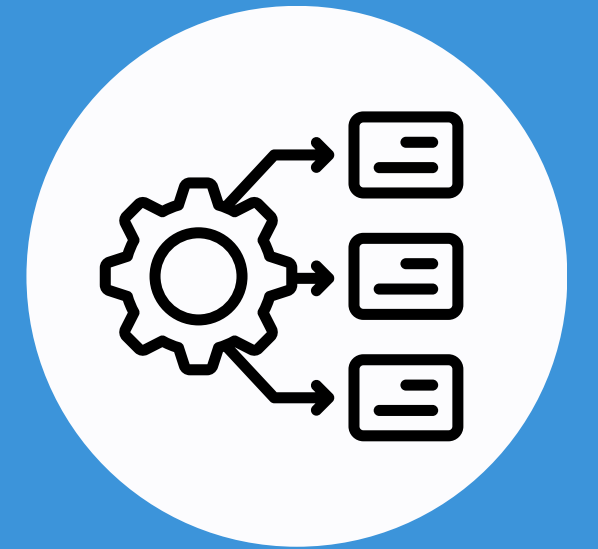
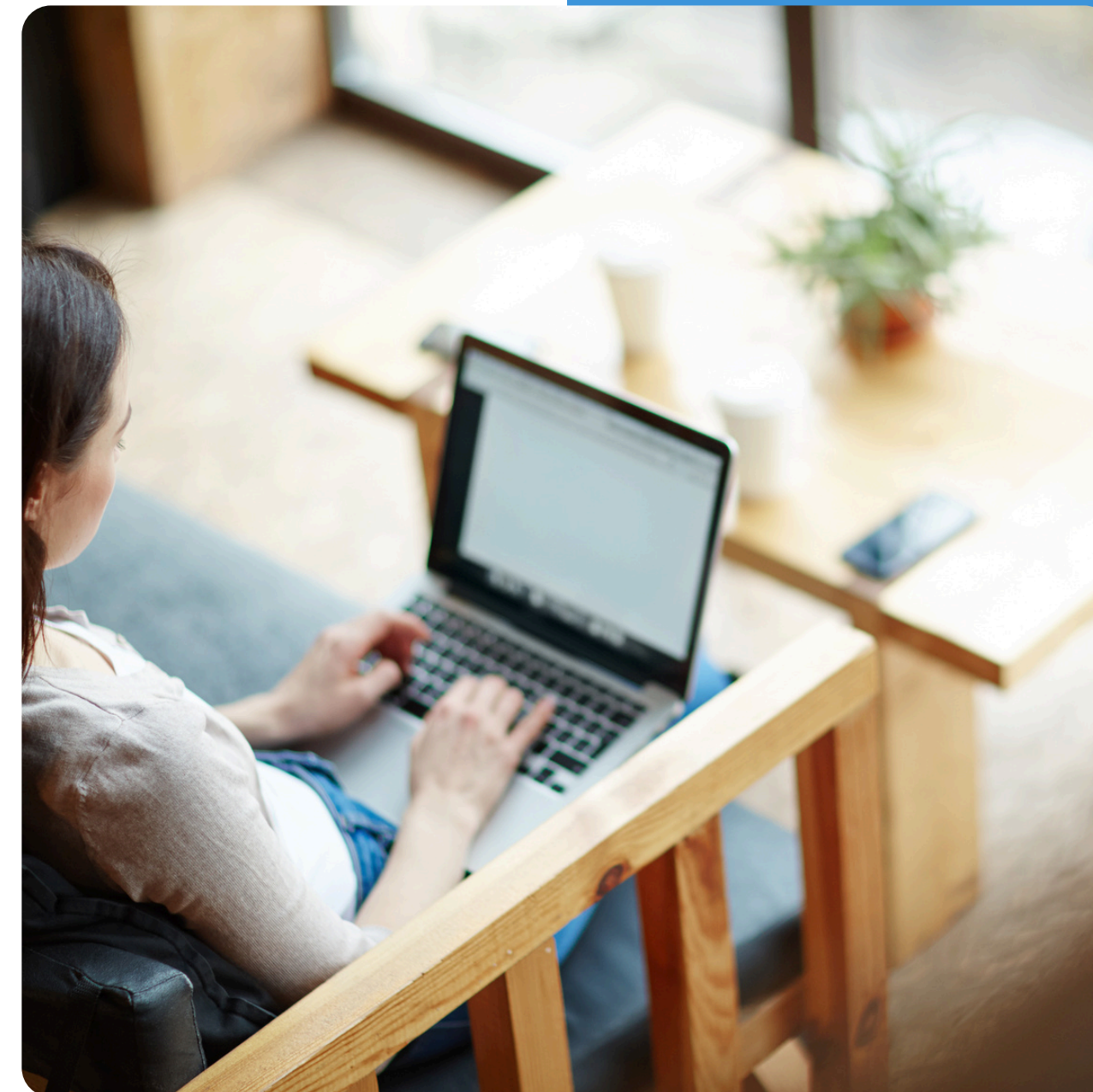
A system for tracking and managing client complaints to ensure prompt resolution and maintain client satisfaction.

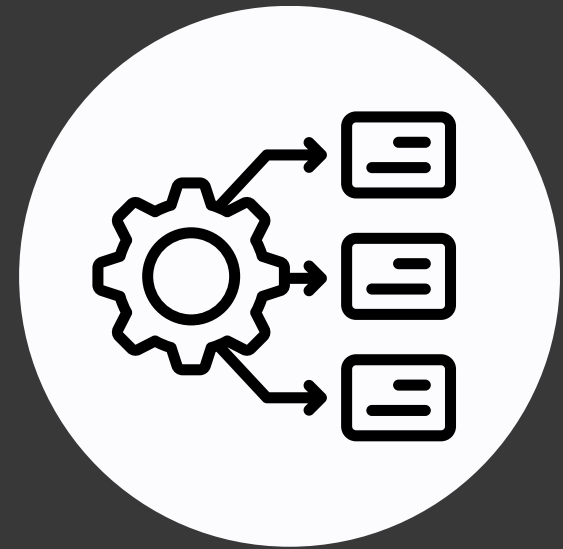
Disciplinary and Grievance

A platform for managing employee disciplinary and grievance cases, ensuring fair and consistent handling of issues.

Breach Management

A tool for managing incidents and breaches, ensuring compliance and security through effective issue resolution.





— USE CASE HIGHLIGHTS

Case Management

Defect Reporting

A tool for reporting and tracking defects in products or services, ensuring quick identification and resolution to maintain quality.

Equipment Breakdowns

A system for managing equipment service requests and warranty claims, ensuring prompt and efficient handling of issues.

USE CASE HIGHLIGHTS

HR Applications

Time-off and Sickness Management

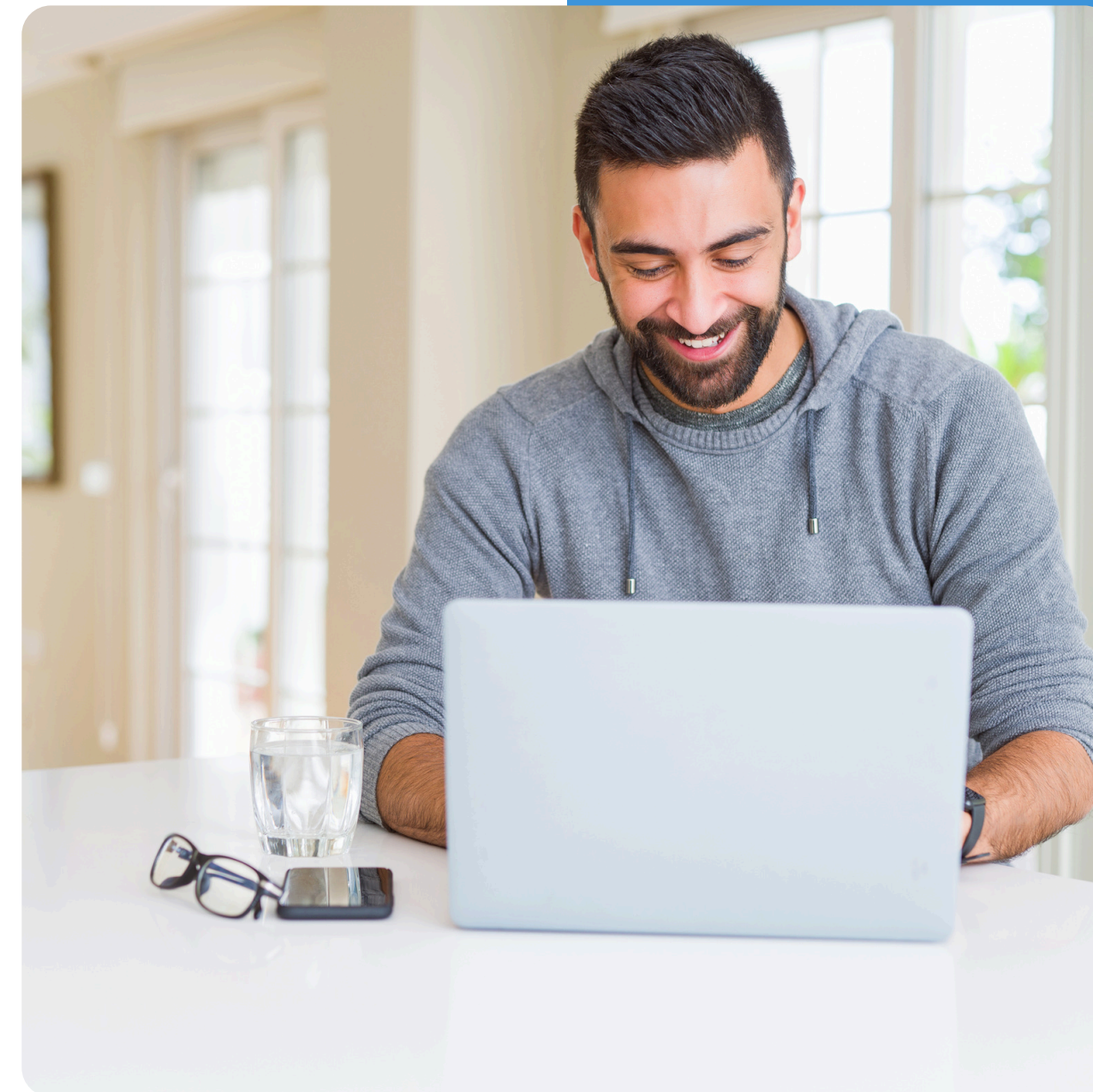
A comprehensive solution for managing employee leave requests, tracking time-off, and maintaining accurate records.

Recruiting and Onboarding

A platform for managing the recruitment and onboarding process, ensuring smooth integration of new hires into the organisation.

Training Management

A system for managing employee training programs, ensuring compliance and supporting employee development.





— USE CASE HIGHLIGHTS

HR Applications

Employee Self-Service

A portal that empowers employees to manage their HR-related tasks, such as updating personal information and submitting leave requests, improving efficiency and engagement.

Appraisal Management

A platform for managing employee appraisals, ensuring fair and consistent performance reviews that promote development and satisfaction.

USE CASE HIGHLIGHTS

Project Management

Resource Utilisation

Calculating resource utilisation to ensure efficient use of resources and optimised project management.

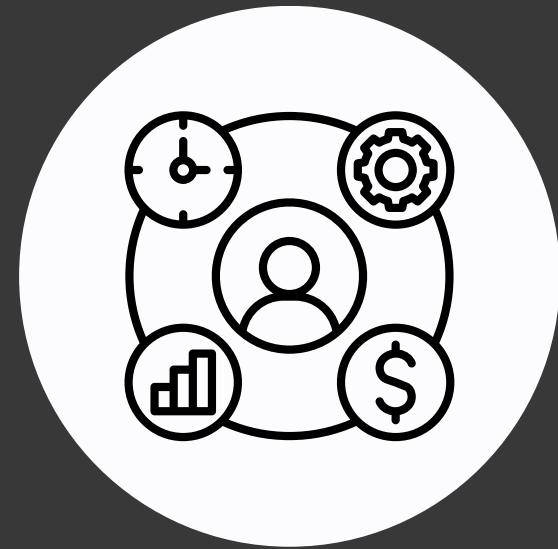
Task Allocation

Allocating and distributing tasks to project team members, tracking progress, and ensuring timely completion.

Timesheet Recording

A system for tracking employee time, ensuring accurate recording and billing of hours worked.





— USE CASE HIGHLIGHTS

Project Management

Project and Portfolio Dashboards

Real-time dashboards that provide access to key metrics, such as time utilisation and alerts for imminent or overdue activities.

Work In Progress Calculation

Ensuring accurate tracking and management of projects to maintain financial accuracy.

USE CASE HIGHLIGHTS

CRM Solutions

Account Management

Managing sales activities to ensure efficient tracking and conversion of leads and opportunities.

Contact Management

Managing contact information to ensure accurate recording and maintenance of client and prospect details.

Opportunity Funnels

Tracking sales opportunities to ensure efficient conversion of leads into sales.





USE CASE HIGHLIGHTS

CRM Solutions

Partner Management

Managing partner relationships to ensure effective maintenance and leveraging of partnerships.

Activity Timelines

Tracking sales activities to maintain accurate sales records and analyse performance.

USE CASE HIGHLIGHTS

Operational Efficiency

Health and Safety

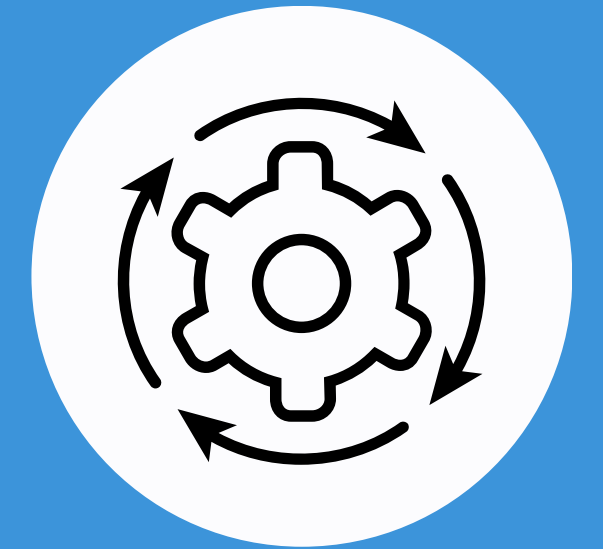
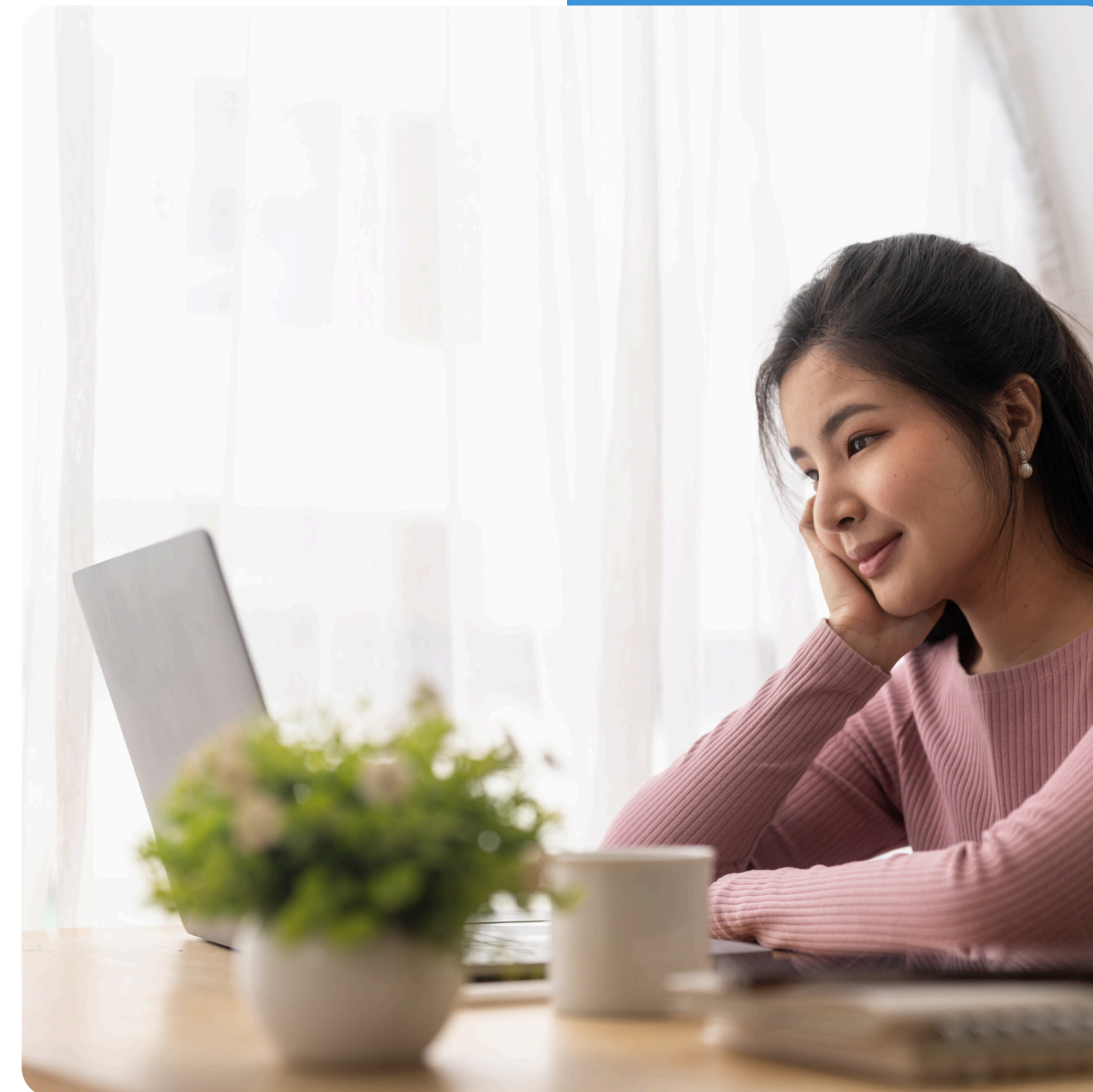
Managing health and safety inspections to ensure compliance and safety.

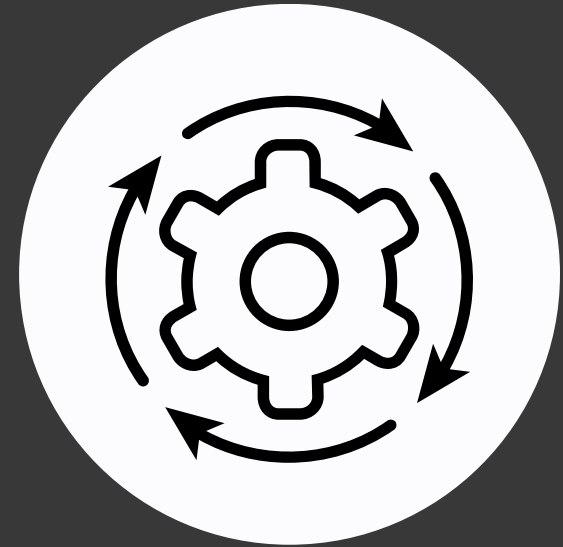
Policy Acknowledgements

Managing policy acknowledgements to ensure adherence and compliance.

Room Bookings

Managing room bookings to ensure efficient use of resources.





— USE CASE HIGHLIGHTS

Operational Efficiency

Supplier Management

Managing supplier relationships to ensure effective maintenance and leveraging of partnerships.

Sales Handover

Automating the sales handover process to ensure efficient transfer of sales information.

USE CASE HIGHLIGHTS

Accounts and Finance

Expense Submissions

Managing employee expenses to ensure accurate recording and approval of financial records.

Mileage Tracking

Tracking employee mileage to ensure accurate reimbursement of travel expenses.

Invoice Dashboards

Tracking invoices to ensure accurate recording and management of financial records.





— USE CASE HIGHLIGHTS

Accounts and Finance

Purchase Order Approvals

Managing purchase order approvals to ensure efficient authorisation and tracking of purchases.

Quote Management

Managing quotes to ensure accurate recording and management of sales records.

USE CASE HIGHLIGHTS

Regulatory Compliance

Monitoring and Testing

Managing compliance monitoring and testing to ensure adherence to regulatory requirements.

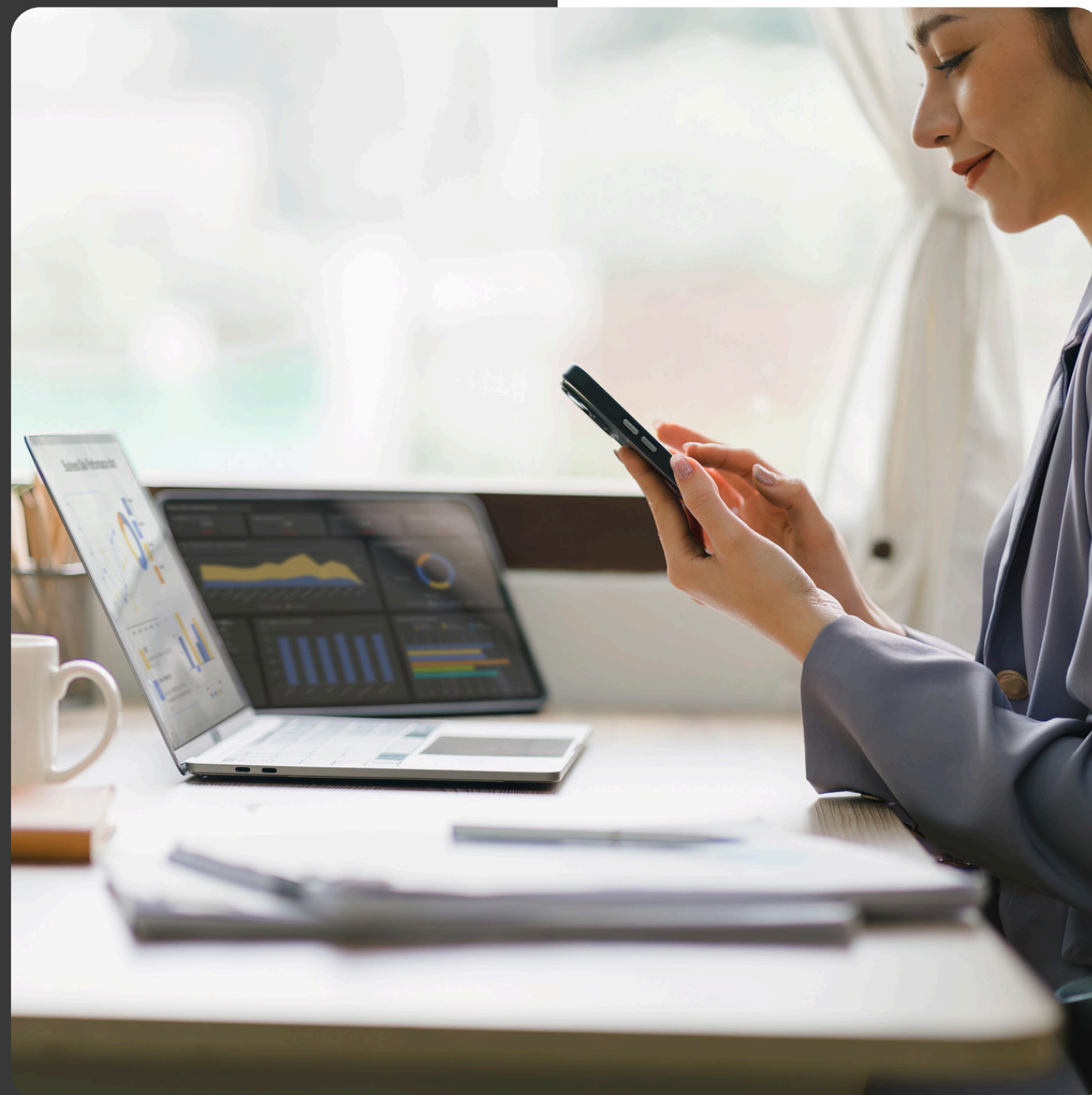
Personal Account Dealing

Managing personal account dealings to ensure accurate tracking and reporting of transactions.

Gift and Benefit Approvals

Managing gift and benefit approvals to ensure efficient authorisation and tracking.





— USE CASE HIGHLIGHTS

Regulatory Compliance

Regulatory Filing Oversight

Managing regulatory filings to ensure timely and accurate completion.

Task Management

Managing compliance tasks to ensure efficient recording and tracking of processes.



**BUILD SMARTER. MOVE FASTER.
ACHIEVE MORE.**

A man in a blue jacket and black beanie is rappelling down a dark rock face. He is holding a green rope and looking upwards. The background is a vast, snowy mountain landscape with evergreen trees under a bright sky.

With Microsoft 365's development tools, you're not just solving problems - you're transforming how your organisation works

The limitless possibilities of Microsoft 365 development technologies empower organisations to innovate, streamline operations, and enhance efficiency. With tools like SharePoint, Power Apps, Power Automate, and Power BI, businesses can rapidly build tailored solutions that address specific challenges. Their low-code approach accelerates development and enables broader participation, allowing even non-developers to contribute to impactful digital transformation.

LIMITLESS POSSIBILITIES



READY TO TRANSFORM YOUR BUSINESS?

Partner with So365 to harness the power of Microsoft Power Platform, SharePoint, and Teams. Contact us today to learn how our tailored solutions can drive efficiency, productivity, and innovation in your organisation.

www.so365.com