



ENABLING REMOTE WORK DURING COVID-19

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SXiQ ENABLING REMOTE WORK DURING COVID-19



Governance and Security
Ensuring organisational data is secure, audited and privacy of customer data can be upheld



Enabling Collaboration
Ensure you plan how employees will connect, collaboration share and access information



Automation & Digitisation
Remove any potential in-person manual processes such as paper based forms, or physical intervention



Engagement & Change
Many staff members may not be familiar with collaboration technology, it's important you ensure they are catered for

At a Glance

Considering the COVID-19 (Novel Coronavirus) outbreak, many companies are asking their workers to work remotely.

Working remotely can introduce a few new security concerns, challenges and gaps in collaboration technology such as telephony and process automation.

This is especially true for people who aren't accustomed to working away from the office or leveraging such collaboration and digital technology.

Here are some key considerations on how you can work from home (WFH) more securely, enable collaboration and ensure your workforce is engaged and supported.



Keep your data safe

- Ensure your company computers have a base level of security: Multi-factor authentication, BitLocker for machine encryption, VPN and access to secure WiFi from home.
- Ensure you have governance and security in place for Collaboration software such as Teams, Office 365 and also appropriate permission via virtual desktops or VPN.

Process Automation

- Focus on removing or mitigating any paper-based and in-person based process to ensure employees can work remotely and securely.
- Develop or engage a small agile team/company to focus on targeting manual processes to immediately address critical processes to enable.
- Look for ways to leverage existing and cloud-based SaaS technology to support remote approvals, task management and workforce planning.

Sharing and Collaborating

- Enabling technologies like Microsoft Teams, for voice and video calling and sharing,
- Developing communication strategies for engagement leveraging Yammer and SharePoint.
- Ensure your employees can access information and data from Office 365.
- Start leveraging video broadcast for company meetings, events and updates.

Support Engagement and Change

- Provide a higher level of support and change management to support remote working - From training on collaboration software to bolster Service Desk.
- Develop a Change Management Plan for Adoption to ensure everyone is targeted to ensure employees they are communicated regularly, and no-one feels isolated or unsupported.

HOW CAN SXiQ SUPPORT YOUR ORGANISATION



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ENABLE REMOTE WORKING

Rapid assessment and recommendation for enabling remote work securely and efficiently

ENABLE COLLABORATION

Ensuring your staff can access information via secure means: Office 365 & Teams Telephony remediation, or setup of Virtual Desktop Technology

PROTECT YOUR DATA

Leverage our security frameworks & technologies to enhance security for Collaboration, Teams, Identity, Access and your Network & Server Infrastructure

AUTOMATE & OPTIMISE

Automation Blitz on key manual or paper based processes and turning them into workflow automation

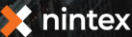
CHANGE AND ENGAGEMENT

Development of a Remote working Change, Adoption and Support Plan - including communication strategy

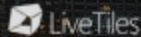
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