

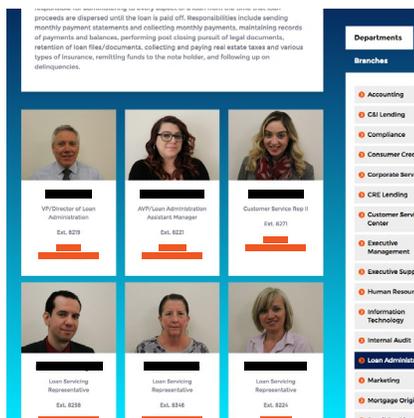


THE INTRANET:

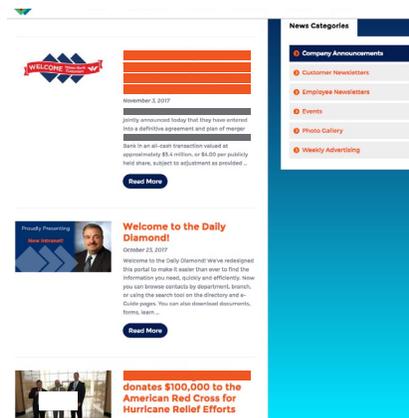
A DRIVER OF COMMUNICATION, CONNECTIVITY & CULTURE

When your employees are spread across multiple locations, communication is key. Many companies create an internal website, commonly referred to as an “intranet,” so that everyone in the organization can view the same information in real time. Available only to employees, our intranet sites deliver some important benefits.

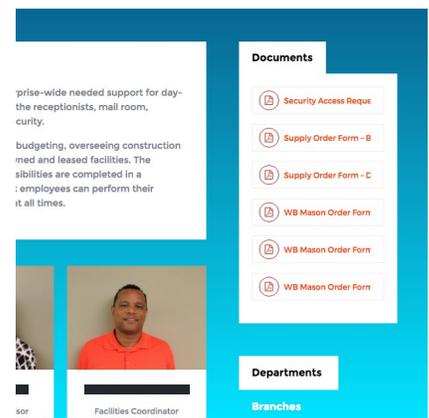
Here are some key benefits of a well designed intranet:



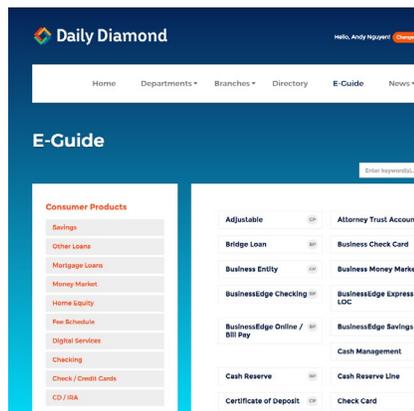
With employee photographs, contact and department information readily available, employee interaction improves.



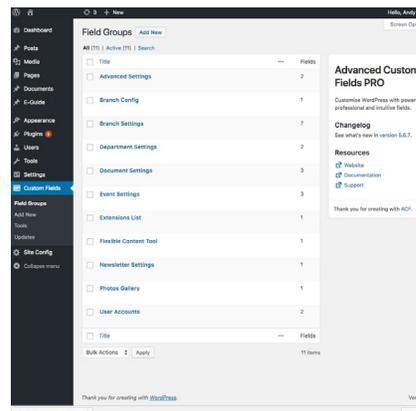
Corporate management has an efficient vehicle to reach all employees at the same time, including staff in distant and work at home locations.



A document management system effortlessly keeps the latest versions of policies, forms and other documents instantly available on any authorized device.



The sales team has immediate access to product guides, literature and sales tools.



The IT staff's burden is lessened as each department can be given responsibility for their own portion.



While an intranet can be a powerful tool to manage your company, employees, and product information, there needs to be a high level of planning, detail and project management – similar to that of a customer-facing internet website build – in order for adoption to take hold.

Replacing a Dated and Disjointed Intranet

Netwave recently solved a common intranet challenge for one of its larger clients with 22 offices across NJ. Originally, their intranet was built internally—and in stages. When an internal department came to IT

with an additional request, the new features were simply added on without a scalable framework in place. Before long, their intranet was fragmented and counterproductive to use.

Where Do You Start?

Information is at the heart of an intranet's purpose. So, we researched what information employees used the intranet for most frequently and identified where we could ease pain points with enhanced organization and functionality.

The rebuild process began with a black-and-white “wireframe” (essentially a visual schematic for a website design) to reorganize the content and show how the updated functions would work. Since the input involved every department, the wireframe simplified the review process and eliminated false starts.

The Rebuild

Once the wireframes were approved, we designed a few pages to nail down the look and feel. After approval of the design, we went all in for the build.

be an extension to another department, a policy document, or a detailed product guide.

One of the most helpful features of this particular intranet is the instant search functionality; as you type, the intranet is actively returning matching results. A main goal of the project was to help employees quickly find the information they are looking for, whether that

We also incorporated several post-types for newsletters, photo galleries, events, and company announcements. The result was a renewed eagerness among employees to use the intranet, which makes for a company that's better connected and poised for growth.

The Results

Thanks to a WordPress format, the user community assumed management of most of the intranet. This lessened the demand on the IT staff for support and created a more timely and responsive system.

forms and documents are available throughout the organization.

Predictably, employee utilization is at an all time high. Company events and images are promptly posted. Critical sales information is at the fingertips of branch managers. Corporate policies,

A time-tested strategy states that if you take care of your employees, they will take care of your customers. A sleek, easy to use employee intranet plays a pivotal role in achieving this. It begins with a plan and a solid implementation.

If you'd like further details on rebuilding or implementing your intranet, contact Netwave today.