



— MICROSOFT 365

MAKING DATA DRIVEN DECISIONS

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LIMITLESS POSSIBILITIES



Unlock the power of Microsoft 365

Microsoft 365 is used by millions 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.

Transform your business with Microsoft 365



Centralised: Improved control and efficiency



Secure: Industry-leading cloud security



Compliant: Exceptional data privacy control and protection



Lifetime value: A future proof investment built to your requirements



Minimal risk: Reliable, accessible, always available



Engagement and productivity: Unrivalled employee experience

This guide covers just a few examples of how Microsoft 365 can help you make decisions that are backed up by data.

HR teams can enhance their performance, outcomes, and impact by making data-driven decisions. Utilising data and analytics, HR teams can gain insights into employee engagement, retention, productivity, and satisfaction. This information can be used to identify and address issues, optimise and innovate HR strategies and practices.



Excel spreadsheets

Excel spreadsheets can be used by HR teams to create and analyse data, such as employee records, performance metrics, and survey results. With features like formulas, functions, charts, tables, filters, and pivot tables, HR teams can perform calculations, analysis, and visualisation of data. Excel integrates with SharePoint and OneDrive for secure and easy data storage and sharing.

SharePoint lists

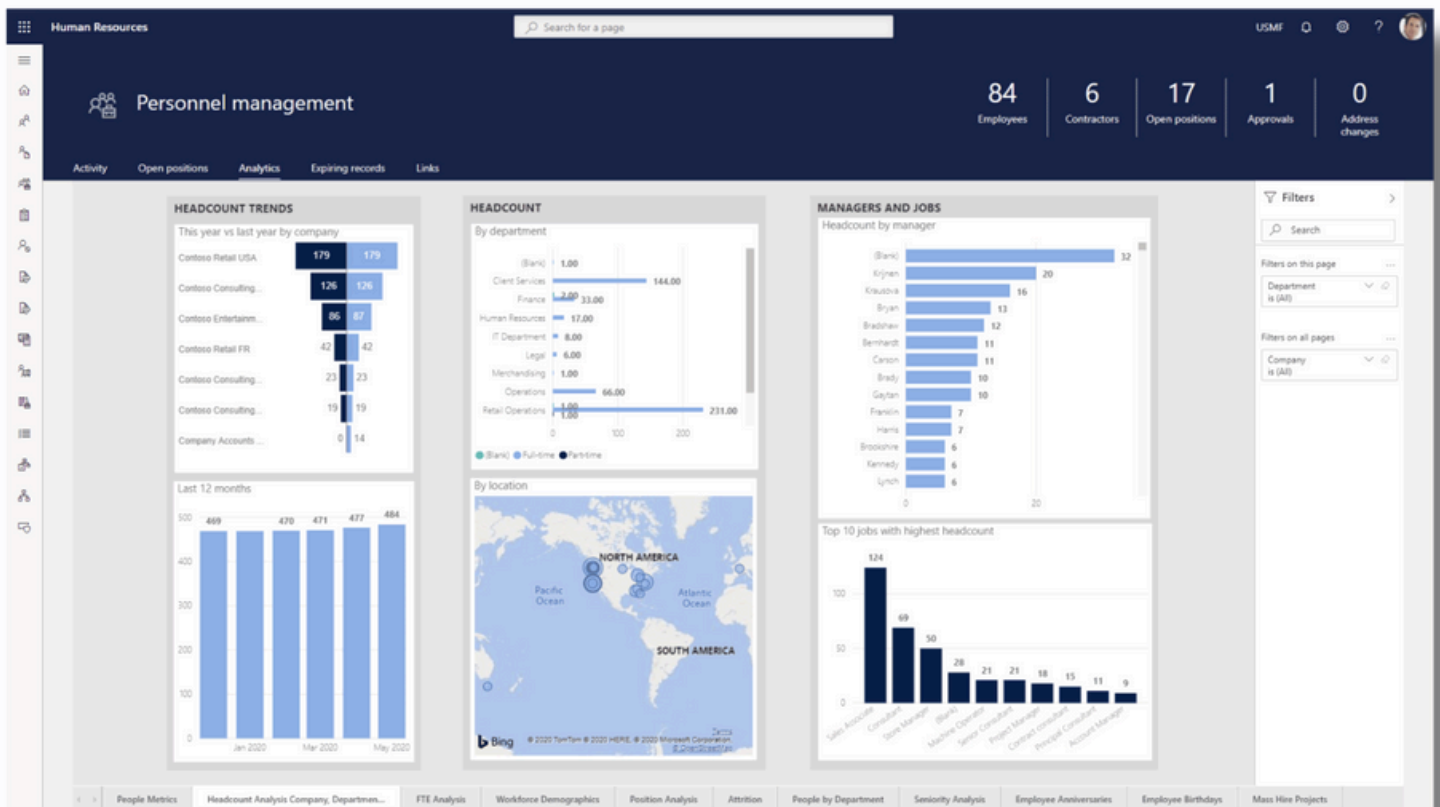
SharePoint lists can be a powerful tool for HR reporting and analytics, helping HR teams to organise and manage their data in a structured and customisable way. Lists offer capabilities for reporting, such as creating views, choosing columns, sorting, filtering, and grouping data. This allows HR teams to quickly generate reports and gain insights into their data.





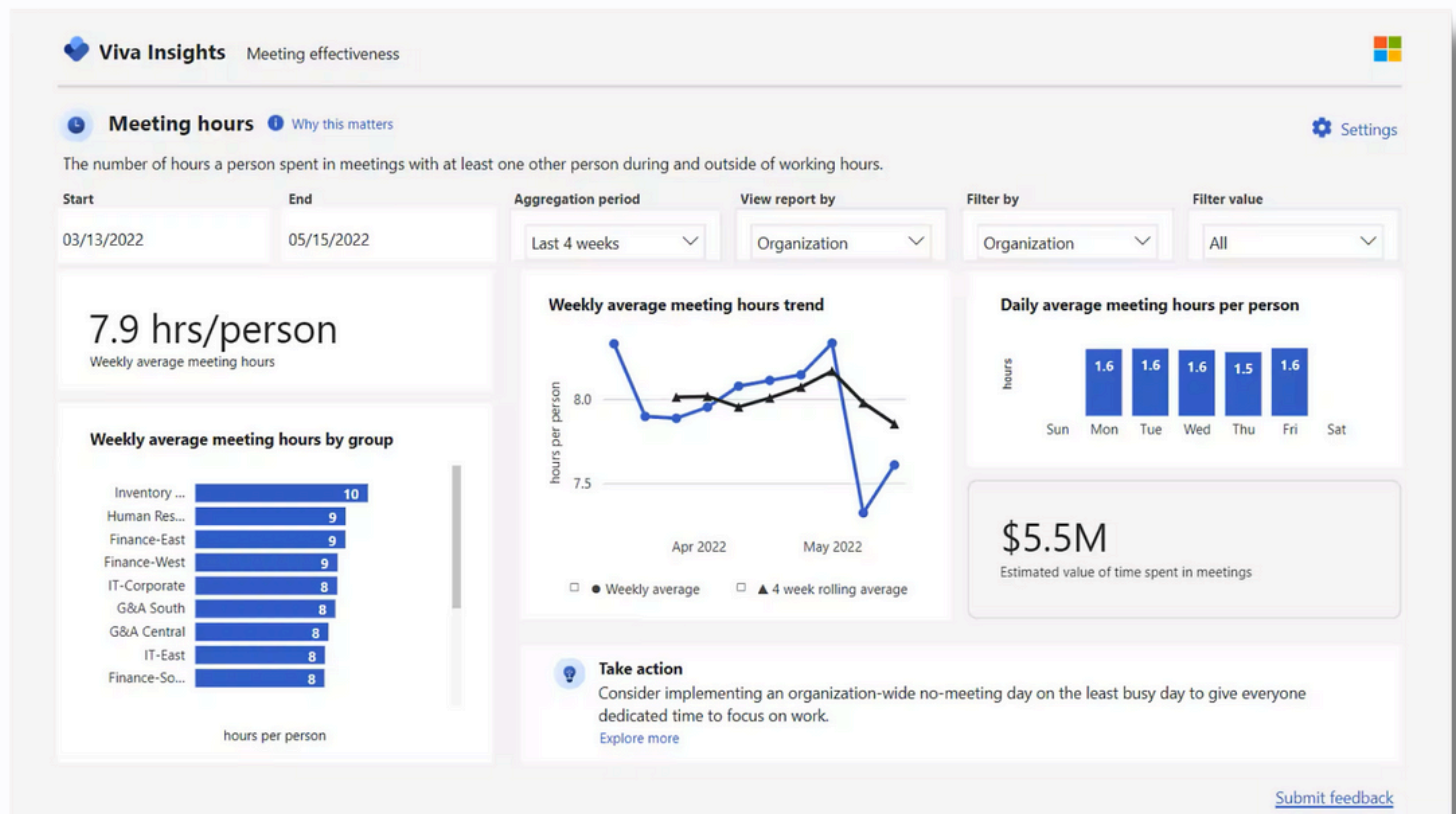
Power BI

Power BI is a business analytics service that provides interactive visualisations and business intelligence capabilities. HR teams can use it to create custom reports and dashboards to monitor and explore data, such as HR KPIs, trends, and patterns. It allows connection and transformation of data from various apps and services, and offers features like slicers, filters, and drill-downs for interactive data analysis.



Viva Insights

Viva Insights provides HR teams with data-driven insights and recommendations from various Microsoft 365 apps and services to improve well-being, productivity, and collaboration.





All the benefits of Microsoft in one out-the-box HR Solution

SoHR leverages all the power of Microsoft 365 to create a fully customisable, out-the-box HR solution inside your Microsoft 365 environment.

The HR solution built for you in Microsoft 365



Designed with flexibility for your business

Unlike most HR systems, SoHR is fully customisable. It can be configured to meet your unique requirements, eliminating functionality that you don't need, and flexing and growing alongside your organisation.



Enhanced Employee Engagement

SoHR provides your employees with easy to use self-service tools and a modern compelling experience for accessing HR information, news and resources.



Fully integrated


To get the most out of your HR system, you need it to easily integrate with your other systems. SoHR is built within your Microsoft 365 environment meaning it integrates seamlessly with all your other Microsoft 365 apps.



Secure, private, accessible, and **owned by you**

HR systems should reduce risk, not increase it. Two of the biggest IT and operational risks to your organisation come from hosting your valuable and sensitive data with third parties, and from an over dependence on outside system providers who make it difficult to get your data back. With SoHR, your data will be stored securely in your Microsoft 365 environment - meaning you own the data, not a third party.



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