10 Microsoft 365 Tools to Immediately Improve Your Work Life

MICROSOFT BOOKINGS

Simplify scheduling to save time

Customise appointment details, booking requirements, and specify service providers to streamline the booking experience for you and your customers. Bookings is integrated with your Microsoft 365 calendar to help your customers quickly find available times and avoid double-booking.

MICROSOFT FORMS

Let built-in intelligence work for you

Collect the right feedback for your goals, no matter your skill level. Built-in AI and smart recommendations do the heavy lifting for you.

MICROSOFT INTUNE

Simplify endpoint management

Cut costs and complexity by managing any device with a single, unified tool already built into Microsoft 365. Gain full visibility into the health, compliance, and security status of your cloud and on-premises endpoints.

MICROSOFT LIST

Create and track lists with anyone

Start quickly with ready-made templates. See decent and favourite lists. Track and manage lists wherever you're working. Easily share lists with others.

MICROSOFT ONENOTE

Your world, organized

Get organised in notebooks you can divide into sections and pages. With easy navigation and search, you'll always find your notes right where you left them.

MICROSOFT PLANNER

Start fast, with no experience required

Use your knowledge of Microsoft 365 apps to start using Planner fast. Create new Kanban boards in minutes with a familiar getting started experience.

MICROSOFT POWER BI

Get custom analytics at enterprise scale

Reduce the added cost, complexity, and security risks of multiple solutions with an analytics platform that scales from individuals to the organisation as a whole.

MICROSOFT TO DO

A smart daily planner

Set yourself up for success with My Day, intelligent and personalised suggestions to update your daily or weekly to do list. With both a Microsoft to do desktop app and mobile app available, it is easy to stay on-task all day long.

MICROSOFT VIVA

Create a more productive workforce

Continuously improve employee engagement performance with next-generation AI and insights. Microsoft Viva brings together the tools your business needs for communication and feedback, analytics, and goals, all in one unified solution.

MICROSOFT STREAMS

Record your screen and yourself

Show exactly what you mean with explainer videos by recording yourself and the screen. Plus, add next, drawings, and effects to personalise your videos.

Need help setting up these amazing tools for your business?

Get in touch with us today!

01462 426500
info@modern-networks.co.uk
www.modern-networks.co.uk

modernnetworks