

Teamwork Part 1



Introducing Astrid & Mandy

Born in 1995, Astrid is a digital-first millennial and has been with Company X for 18 months. She loves her programming role and plans to stay for at least another year. She's well respected by her colleagues and enjoys helping people out when they have technical challenges.

Mandy is a 58-year-old baby-boomer, and has worked at X for twenty-odd years. Having worked her way up to manage the finance department, Mandy is company-loyal and brilliant at her job. She does, however, sometimes struggle with new technology and the pace of change in today's digital world.

Here's their collaboration conversation...



Time: 10:15am
Location: The water cooler

Hi Mandy. How's your new starter getting on?

It's tricky. There's lots to teach him, but I'm also having to figure out all the different apps he uses.

Have you tried Microsoft Teams?
I've found that it helps everyone in my team work together – no matter who's in the team or where they are.

That sounds great. How do I get it?

It's already included as part of Microsoft Office 365. Let's go to your desk, and I can show you how it works.



Time: 10:45am
Location: Mandy's desk

You can customise your interface, too, for quick access to the applications and documents you use the most. Which for you, would be...

Astrid, this is great. I've used Microsoft Teams to set up a group chat, so we can all keep in touch.

Remember, when they've finished their work, they can save it all on SharePoint. That way, everyone has access to the same knowledge and resources, no matter the applications they're using.

I prefer email, so I'll probably be using Outlook. But it's good to see my team can use Yammer to send instant messages if they prefer.

Okay, I'll make sure we start doing that. This is going to make working as a digital team easy. We'll have finished this project in no time.



Time: 4:45pm
Location: Mandy's desk

Why don't you set up a call with everyone? It's easy with Microsoft Teams.

Right. All that's left is to get this project signed off. But our organisation is so complex – there has to be an easier way to share our work with key decision-makers.

Well, with Skype for Business, you can tag him. As soon as he's available, you'll get a notification.

That'd be perfect. But I really need Nicolas on this call, and he's always busy in meetings. I'll never get hold of him.

Great! I'd better jump on this call then. Thanks for all your help, Astrid.



Carry on the conversation

People are always talking about better ways to make teamwork work. [Read our e-book](#) to find out more about how you could improve teamwork in your organisation with Microsoft Teams.



[Download the e-book here >](#)

Contact New Signature on 0845 4021752 and we'll show you know how to make teamwork work for your organisation.

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