

Office 365 – Advancing Productivity

Overview

The Government of Saskatchewan is transitioning to the cloud-based Microsoft Office 365 service that will provide productivity software and related services to all government employees. The initiative will replace current applications that are no longer supported by vendors or are nearing end-of-life. The transition to Office 365 is a multi-year project that will be implemented in phases over the 2017-18 and 2018-19 fiscal years.

Benefits

Overall benefits of Office 365 will make it easier for employees to do their job and to provide faster, high-quality service to their clients, including:

- new tools/applications such as Teams, Yammer, and SharePoint Online that make it easier for employees to collaborate with each other within their ministry and work more closely with employees throughout all executive government organizations;
- more secure technology, providing better protection for sensitive documents and other data from viruses and other attacks;
- improves the quality of IT services for clients and employees, with increased uptime in services;
- increase in mailbox size, meaning employees who need to share larger files (image files, etc.) can do so without having to use separate file sharing applications; and
- eliminates the need to upgrade technology every few years, saving financial resources.

Project Scope

- Three basic “blocks” of initiatives, encompassing secure messaging, collaboration and modern desktop.
- Impacts the software government employees use on a daily basis, such as Microsoft Word, Microsoft Outlook email, instant messaging, etc.
- Impacts network drives, where you store your documents and other data.
- Initiated in collaboration with the rollout of the Windows 10 operating system to all government computers.

Communications

- All ministries and their employees will be kept informed at every step of the project, with separate awareness and educational campaigns undertaken for each stage.
- The Taskroom web portal will be used as the key online vehicle for all information, educational videos, tips and tricks, and other communication items.

Project Components/Phases

Secure Messaging

- Exchange Online Protection/Advanced Threat Protection (EOP/ATP) – security service that filters spam and removes computer viruses from e-mail messages.
- Exchange Online – mail messaging, calendar, and contacts service that provides users with the same familiar

email experience as always.

- Skype for Business Online – instant messaging service, with some added features.

Collaboration Tools

- OneDrive for Business – file hosting service that will replace users current network drives (H: drive), becoming your new home drive.
- SharePoint Online – a group drive (G: drive) service that allows teams to collaborate and share common resources such as content, data and news.
- Teams – workplace chat platform that combines chat, meetings, notes and attachments.
- Delve – profile management tool that allows you to search and discover all your content located within the Office 365 platform.
- Yammer – enterprise social networking tool used for communication and networking across government ministries and agencies.

Modern Desktop

- Office 365 ProPlus – suite of tools that includes your Word, Outlook, PowerPoint, Excel and other Microsoft applications.
- Windows 10 – your new computer operating system that will replace Windows 7 across government.