# Improve Virtual Team Sharing And Collaboration

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## Enterprise Businesses – Roadmap For Smarter Collaboration

Free editors
Open source software
Open standards based

Reduce Desktop Costs Reduce storage needs
Consolidate servers

Reduce Infrastructure Costs Access people anywhere Share content easier Reduce travel costs

> Support Virtual Teams

Capture knowledge Innovate faster Reduce search times

Spur Innovation

We often form work teams to solve business problems...



We need to implement "smart cards" to reduce fraud.

This is <u>high</u> priority.

Please get this program going quickly...

Service Oriented Finance CEO

I will pull together a crosscompany virtual team that can plan and oversee the project...



**Service Oriented Finance Vice President, Strategy** 

The "smart card" virtual team faces several challenges...



Service Oriented Finance Vice President, Strategy

- Cross-department team
  - Strategy, Marketing, Operations...
- Geographically dispersed
  - No budget money available for team travel
- Will need to communicate quickly to speed program implementation
  - Can't afford to miss calls
  - Will need to continue to collaborate on the project even while on-the-go

## Virtual Teams Are Becoming Increasingly Prevalent In Business

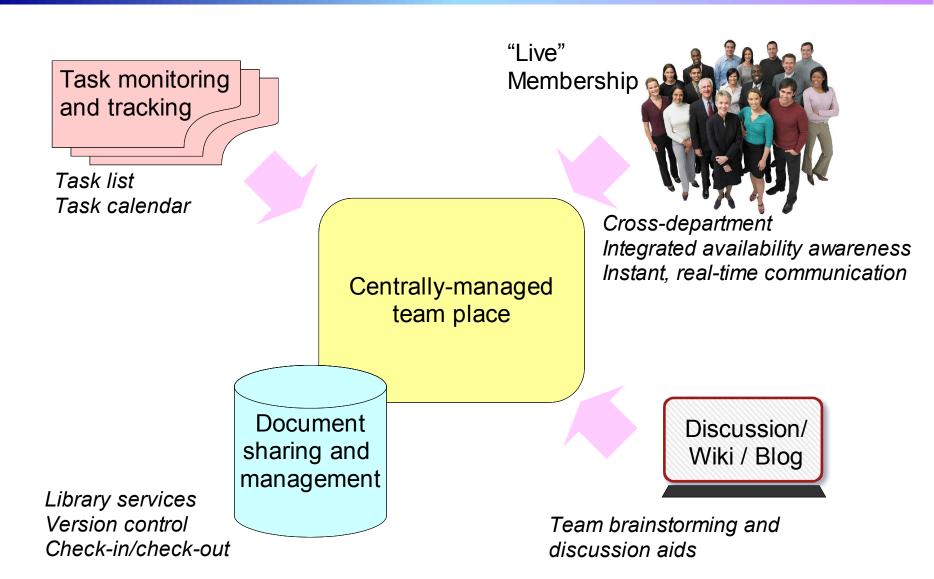
- Virtual Teams are...
  - Teams of individuals who work across time zones, geographies
  - Across organizational boundaries (cross-department)
  - Not permanent ebb and flow as business changes
- Workplaces are becoming more virtual
  - ▶ 90% of employees work in locations other than corporate HQ
  - Between 60-70% of employees work in different locations from their bosses
  - Many employees don't work from a desk in an office
  - Travel money is restricted



### What Do Virtual Teams Need?

- A centralized place to share content, track team tasks and brainstorm together
  - Lotus Quickr

#### Virtual Teams Need A Place To Share Work



## Lotus Quickr Is Designed To Address The Needs Of Virtual Teams

Task monitoring and tracking

Task list Task calendar

Centrally-managed team places Customizable to satisfy different team requirements

Document sharing and management

Library services
Version control
Check-in/check-out

"Live" Membership



Cross-department
Integrated availability awareness
Instant, real-time communication

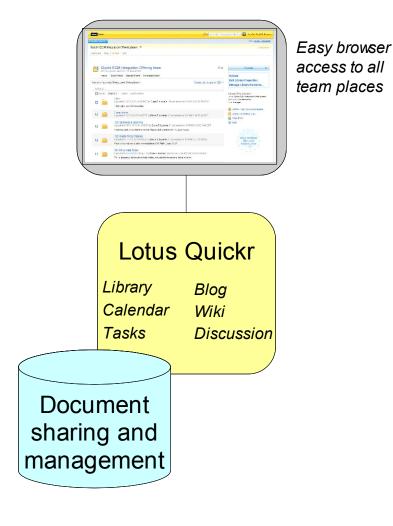
Discussion/ Wiki / Blog

Team brainstorming and discussion aids

**Lotus Quickr** 

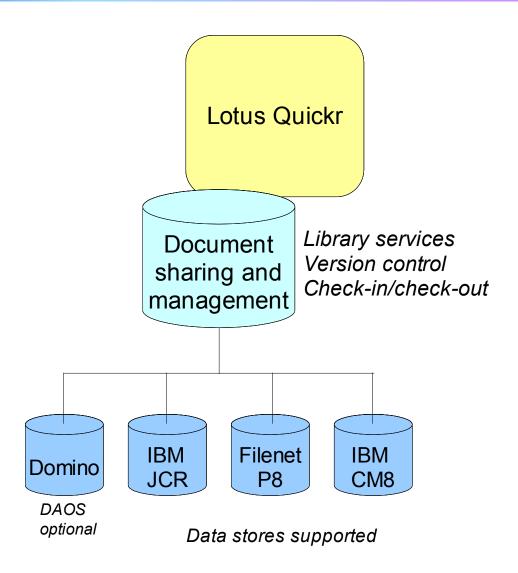
## Lotus Quickr Provides Places For Team Collaboration And Information Sharing

- Centralized, shared team places for virtual team collaboration
  - Share and manage team documents
  - Monitor and track team tasks using task lists and calendars
  - Discuss topics and brainstorm using team discussion rooms, blogs, and wikis
- Dashboard allows viewing and searching across all team places



## Reduce Risk And Maintain Control Over All Team Documents

- Central shared repository
  - Libraries services for document and content management
  - Check-in/check-out to avoid editing collisions
  - Version control to track changes
- Supports variety of enterprise systems depending on business need

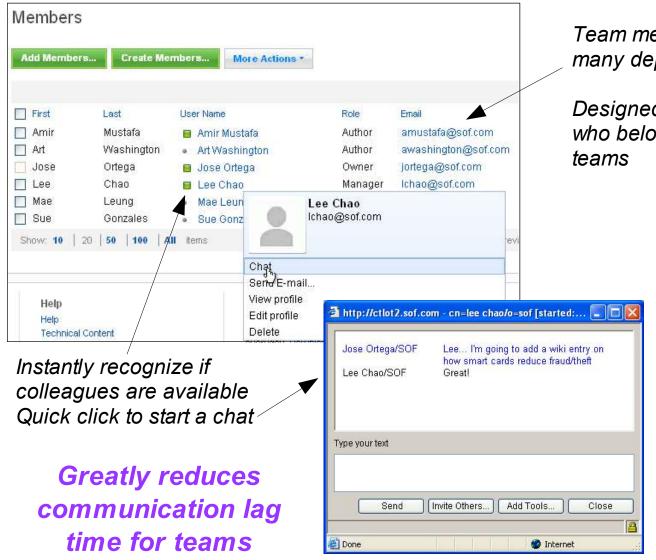


## **Quickr Places Are Customizable To Meet Needs Of Different Teams And Businesses**

- Out-of-the-box templates help jump start productivity
  - Examples: Project template, Presentation Place template
- Customize team work spaces to meet specific team requirements
- Create new templates to capture best practices or to make a project's team place reusable



## Always Know Colleague Availability And Get Questions Answered Instantly



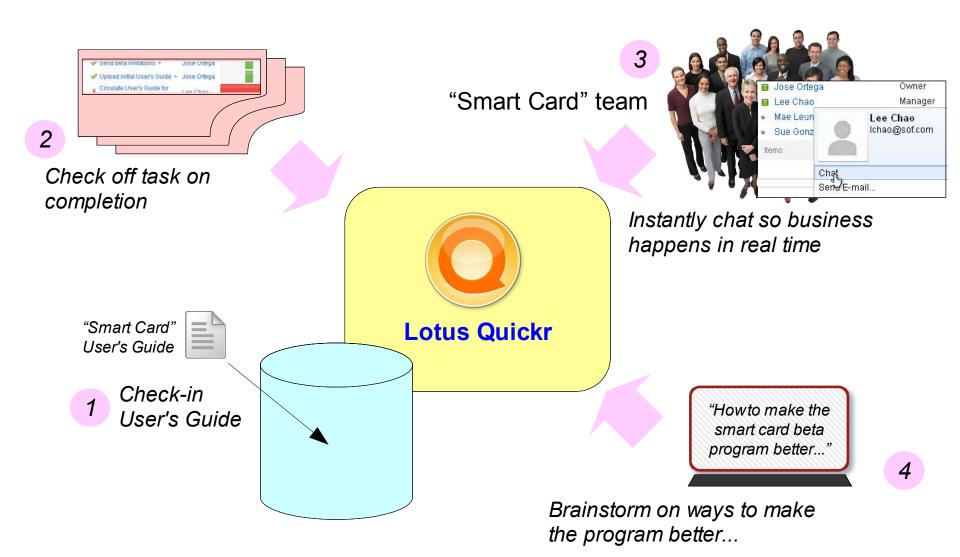
Team members span across many departments

Designed to support workers who belong to multiple virtual teams

#### **Lotus Sametime**

- •"Live Names" API
- Easily embeddable in any Web Page
- •No additional applications needed for real-time chats!

## **DEMO – Lotus Quickr Team Place Supporting The "Smart Card" Team**



#### What Do Virtual Teams Need?

- A centralized place to share content, track team tasks and brainstorm together
  - **▶** Lotus Quickr
- Real-time communication to remove latency and speed time to completion
  - Lotus Sametime

Lotus Quickr is great. But we also need to communicate with one another faster and more effectively than we do today... What you need is a Unified Communications and Collaboration platform, with Lotus Sametime...



**Service Oriented Finance Vice President, Strategy** 



**IBM** 

### What Is Unified Communications And Collaboration?

- The ability to find, reach, and collaborate...
- ...with one person or a community of people...
- in real-time...
- ...using a variety of communication styles (voice, data, video, telephony)...
- ...all driven from a unified user experience

Lotus Sametime does all this and more!

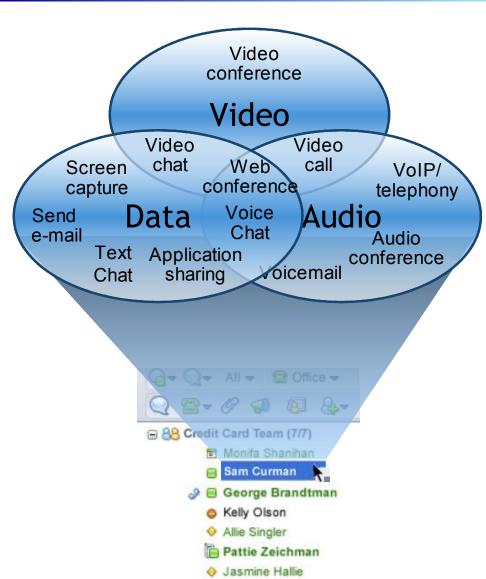
### Knowing A Person's Identity, Availability And Location Are Keys To Effective Real-time Collaboration

Assess a person's status at-a-glance...



- Is this the right person?
  - Virtual business card shows a person's role, address, phone, photo, physical location and local time
- What device is the person using?
  - Some services may not be useful/available for a given device type
- Are they on the phone?
- Are they offline?
  - Alert me when available

### After Determining Status, Choose The Best Service For The Task At Hand



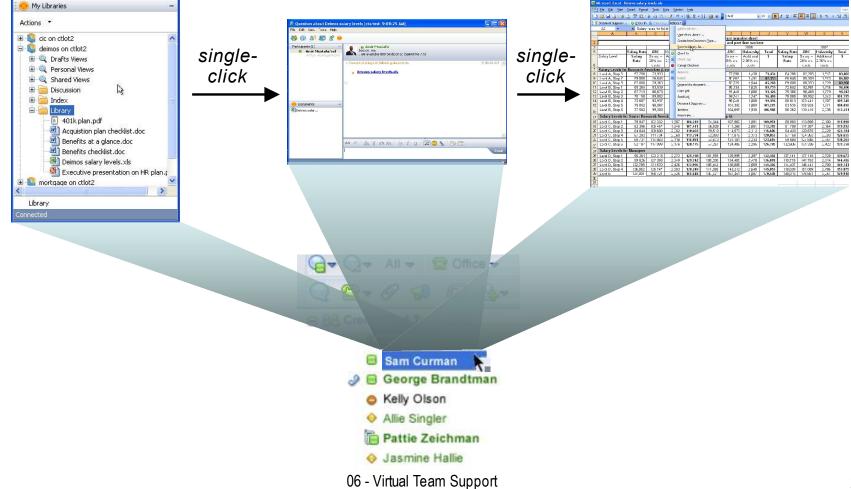
- Lotus Sametime supports multiple styles of real-time interaction
  - Data, Audio, Video, Telephony
- Launch desired service with a single click
- Easily transition from one service to another ("escalation")

## **Escalation Example: Collaborating On Documents**

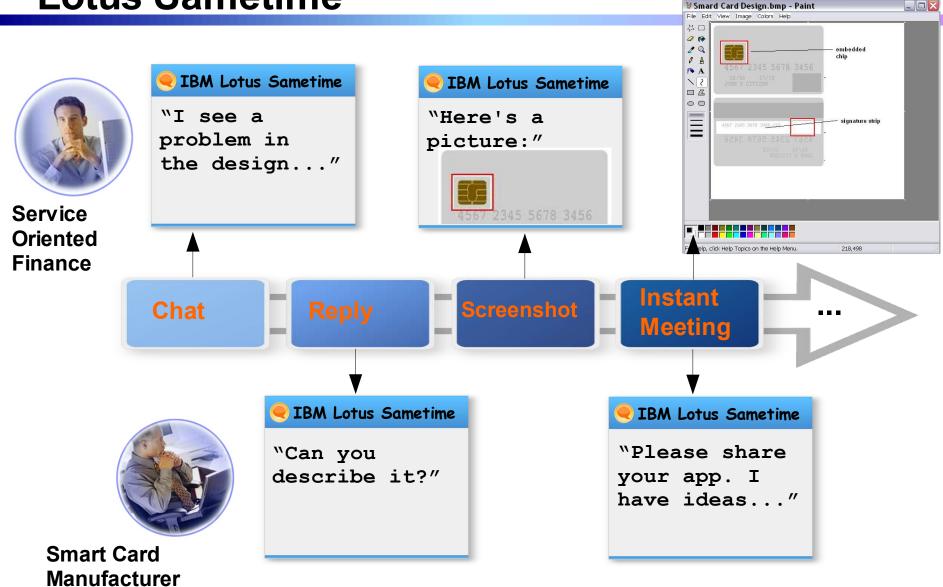
Initiate text chat on document in question...

...share document in real-time...

...make changes and check the document back in ...



DEMO: Escalate For Rapid Resolution With Lotus Sametime



### Integrated Telephony Capabilities Make Workers Even More Productive

- Place and receive telephone calls via your computer
  - Helps reduce long distance charges
  - Minimizes context-switching
- Access telephony services with a single click
  - Click-to-Call
  - Click-to-Conference
  - Call forwarding, merge calls, etc.
- Automatically route incoming calls to preferred device (computer, desk, mobile, etc.)

Place calls with a single click...



...Receive calls and take action

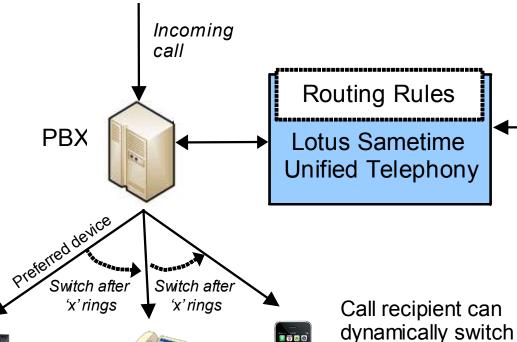


Routing Rules Greatly Simplify Management Of Incoming Calls



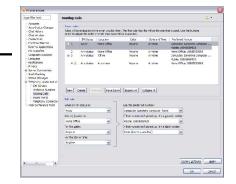
Desk

Callers need only know a single phone number to reach all of your devices



Make <u>sure</u>
important calls
reach you

User-defined routing rules



- IM status
- Location
- Caller
- Date and time
- Etc.

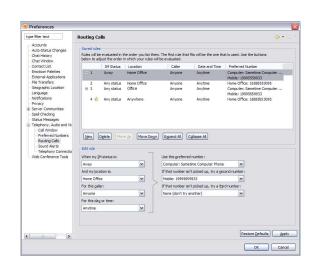
publish

Mobile 06 - Virtual Team Support

the fly

between devices on

## **DEMO: Worker Productivity Is Increased With Integrated Telephony**



Easily set-up call routing rules



Manually switch-over active call from laptop to cellphone with a single click

Conference in another user to a call with a single click

### Lotus Sametime Is More Effective In Identifying The Right Person And Their Availability Status

Photos help identify the person with whom you want to communicate

Automated, real-time

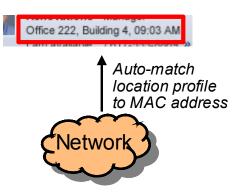
discovery of a person's location based on MAC

Intuitive icons make it easier to assess a person's availability status at-aglance

address ensures accuracy

Lotus Sametime Connect



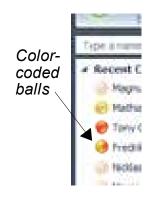




Microsoft Office Communicator







### Integrated Telephony Saves Money, Increases Productivity And Enables Business Growth

- Examples of savings from IBM customers worldwide
  - €3.5M savings in annual telephony costs with VoIP and Lotus Sametime
  - US\$750, 000 per year added to margins by reducing disruptions due to Lotus ST and unified messaging
  - 25% telephony cost savings at call center despite an increase in call volume, plus improved employee productivity and customer satisfaction levels
  - US\$70,000 savings in travel and hotel costs for just one event using audio conferencing and Lotus Sametime
  - 36 month ROI expected to be 2x 3x the investment, including travel substitution and productivity gains

## Delaware County Bank And Trust Saves Money With Lotus Quickr And Sametime

#### Business challenge:

Delaware County Bank and Trust (Ohio, USA) lacked clear communication and good customer service when working with key stakeholders groups

#### Solution:

The Bank implemented IBM Lotus Quickr, Lotus Sametime and Lotus Notes

#### Benefits

- Sametime paid for itself in the first 12 months through video capabilities that saved time, minimizing the need for travel and easing training processes
- The Bank improved customer service by providing customers with faster answers to questions
- ▶ IBM Lotus collaboration solutions improved processes and generated hard-dollar savings

"Using Lotus collaboration is like business transformation from the ground up, because it's your people who determine how to use it best."

Ken Blevins, Vice President of IT, The Delaware County Bank and Trust Company



#### What Do Virtual Teams Need?

- A centralized place to share content, track team tasks and brainstorm together
  - **Lotus Quickr**
- Real-time communication to remove latency and speed time to completion
  - Lotus Sametime
- Mobile access to basic collaboration services with data security
  - **▶** Lotus Mobile Connect, IBM Lotus mobility solutions

Our project is high priority.

We can't afford to have work stop when the employees leave the office...



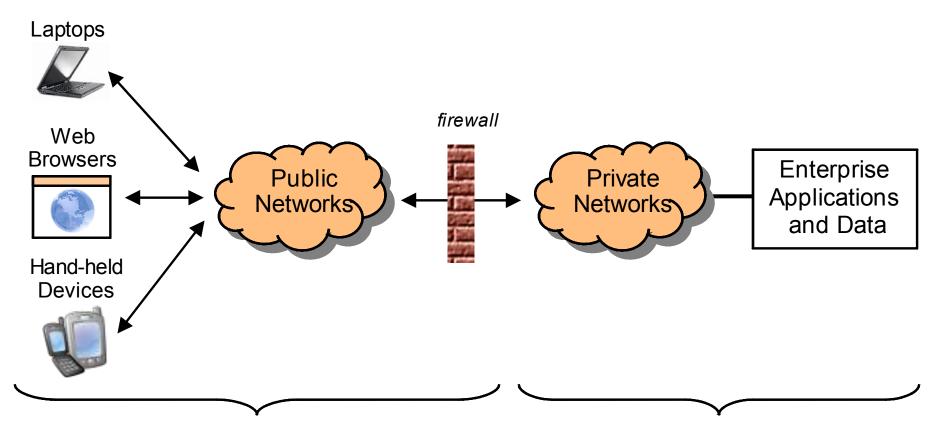
**Service Oriented Finance Vice President, Strategy** 

Mobile solutions from IBM Lotus allow your workers to collaborate securely anytime and anywhere....



**IBM** 

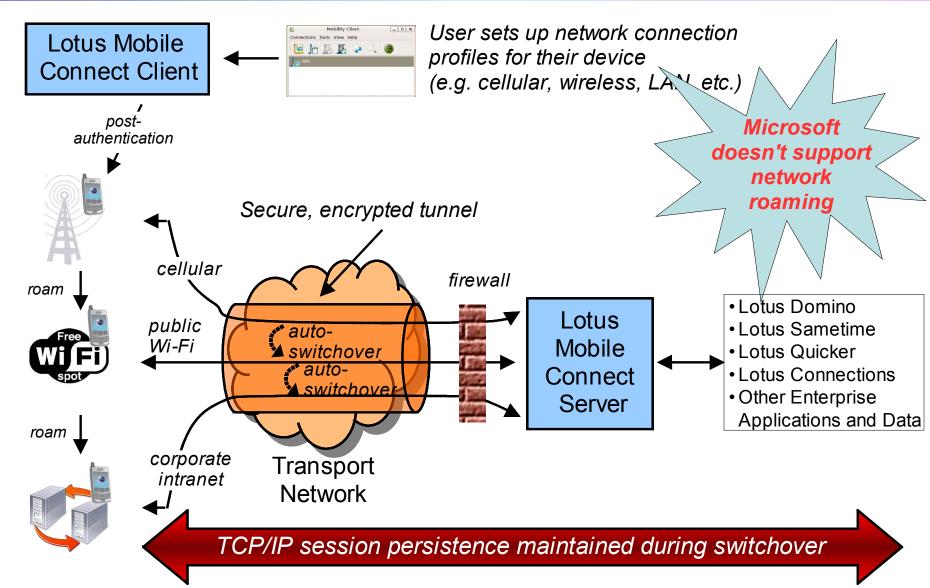
## **Keep Your Mobile Workers Productive Regardless Of Location**



Securely <u>connect</u> from anywhere...

...then <u>access</u> your e-mail and other collaborative capabilities

### Keep Working While Roaming Without Worrying About Network Connections



### Variety Of Mobile Devices Supported By Lotus Collaboration Services

RIMM Blackberry	Symbian (Nokia)	Windows Mobile	Sony Ericcson	Apple iPhone	Lotus Collaboration
					Email, Calendar and Contacts
<b>~</b>					Lotus Domino (with Blackberry Enterprise Server)
				<b>*</b>	Lotus Domino (with ActiveSync)
	<b>*</b>	<b>*</b>			Lotus Notes Traveler
					Instant Messaging
<b>~</b>	<b>*</b>	•	<b>*</b>		Lotus Sametime Mobile
				<b>*</b>	Lotus Sametime (via Web access)
					Team Room Libraries
•	<b>*</b>	•	<b>*</b>	<b>~</b>	Lotus Quickr (via browser)
					Social Computing
	<b>*</b>			<b>*</b>	Lotus Connections Mobile
<b>*</b>					Blackberry Client for Lotus Connections
					Enterprise Applications and Data
•	<b>~</b>	<b>*</b>	<b>~</b>	<b>*</b>	Web Sphere Portal (with Mobile Accelerator)

## Summary – Accelerating Workforce Productivity

	IBM Lotus	Microsoft
Cross-department team collaboration and document management	YES	Not supported in Windows SharePoint Services
Always know where colleagues are and how best to communicate	YES	No automatic location awareness
Integrated telephony for more efficient call management and routing	YES	Static or restrictive routing rules
Secure mobile connections with no session loss during network switchovers	YES	No
Collaborate from anywhere, regardless of device	YES	Supports Windows Mobile only