



Connecting your workforce has never been easier

Ripple looks like most SharePoint consultancies.
It's because we are. SharePoint, Power BI, PowerApps
and information governance, a few neat products and
this is us.





Office 365 Consultancy, The Ripple way

It's not quite true to say that every project is different. That's a good thing! It means shared experiences and lessons we can learn together. Typically, a project would follow the process below. We focus on strong discovery and analysis phases to make sure we build exactly what you need, without the fluff, noise or complication but with all the bells and whistles you need.

Who we are??



Intranet



Analytics



Provisioning



Consultancy

Ripple exists to help our customers connect their workforce.

We stand by the following Ripple principles to focus on product delivery:

- We are honest and truthful, in whatever form that takes.
- We have the courage to say no. To customers, colleagues and ourselves.
- We love the good stuff and improve the bad stuff.
- We improve ourselves and Ripple every day.
- We solve complex problems as simply as possible.
- We take time to think, to listen and to reflect.
- We work out loud.
- We support each other in making sure work enriches and does not consume our lives.

How we work



Discover

Understand your business and teams

Data

- What 'stuff' do you have?
- How much is there?
- How frequently does it move or change?
- How complex is it?

Habits

- How do you do what you do?
- How are things done around here?
- What makes your job difficult?

Culture

- How ready for new technology are your teams?
- Are they ready to embrace the changes?
- Have you tried this sort of thing before?



Getting your organisation ready for the new platform

Comms

- 'Loo media' to introduce the tools
- Proactively engage the end users at an early stage
- Standard content for your communication plans

Data Strategy

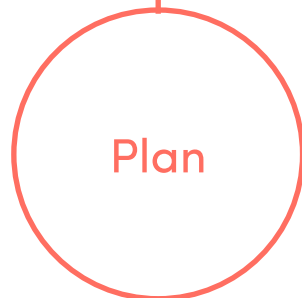
- What stuff do you take into the cloud?
- Which bit of the cloud?
- What needs regular access and what needs archiving?

Future state

- What do we do now and what do we leave for a future phase?
- How do we manage and consider what we need to do now to prepare for these future phase?

Governance

- Governance as an enabler not a blocker
- Helping you get a governance policy in place to make sure the tools are scalable and stable



What is being done and how is it happening?

Migration

- Who is moving what and when?
- Is the network ready?
- How long do we expect it to take?
- Is it all going to the same place?

Adoption

- Who will champion the change?
- What does the launch look like?
- How do we encourage and support adoption of the tools across the teams?

Roll-out

- What else is going on?
- What's coming later and what does that mean for now?



The doing part: building and configuring

Intranet

- Internal Comms
- Gateway to other business tools
- Document management
- DLP

My Feed

- The place to see what you've been working on

Team spaces

- Secure sites for your teams to collaborate and get stuff done

Training

- LearnHub: self-service tailored training
- Lunch and learn introductions to new features

Keeping your site useful and up to date

Ripple Tide

- Approved site templates and features, rapidly deployed, by approved users

Ripple Sonar

- Monitor use and make sure sites are archived or removed when they are no longer needed
- Understand how your users are accessing the information and make any changes needed
- Track user engagement and monitor compliance

Make a Splash!

The Splash is a short, intensive piece of work with the Ripple team to turn your idea to a working prototype in just two weeks.

You share your challenge with us and our team will find a solution using the Office 365 tools you already have.

Anyone can make a Splash! Any size of business in any industry. All you need to have is an Office 365 tenancy.

1 Workshop

One day on site with you and a box of doughnuts where we get to know you, understand the problem you want to solve, gather the requirements, prioritise them and scope the prototype.

2 Write up

We write up the workshop and translate it into a language our developers will understand!

3 Dev Handover & Solution Design

We pass on your requirements to the developers, answer their questions and they start to plan the build.

4 Build, Test and Document

We build the solution, testing functionality and acceptance criteria as we go. Once that's done, we test the whole solution and document.

5 Handover

We come back to your office and sit with you while you get hands on with your prototype solution.

It's that simple!



The communications intranet

Intranets come in many different shapes and sizes. We believe that communication is key. Ripple Intranet connects your workforce and encourages engagement and discussion.

Key features



Share

Ripple is about communications. Creating, curating and sharing content across the organisation. What intranets used to be before getting overly fancy. Create announcements, news, opinion pieces, information pages and topics in a few simple clicks. No need to know what a web part is, how to edit a page, how to manually resize images. You do the content, Ripple pulls it together.



Engage

Facebook users generate 4m likes per minute. Steep target for an intranet admittedly. Simplicity can be key to user interaction. Make it as easy as possible for users to engage with your content - comment, like and pin content. In each user's 'my feed' page they'll find the content they've engaged with, making it easy to keep the conversation going.



Analyse

Content is nothing without engagement. Gone are the days of Google Analytics-style reports for internal comms being the standard (or target) for your intranet. Understanding engagement and content governance are core to useful analytics. Ripple includes both. From top level down to individual user or piece of content, you can visualise patterns, make fresh decisions and validate content strategies.

Additional features



My feed

Stuff I'm working on (in OneDrive and SharePoint), my sites, and intranet content I'm engaged with.



People directory

Yep, one of those. Includes 'their feed' – see mutually accessible sites/documents and public content.



Content benchmarking

Set engagement targets and track A/B testing performance of different channels.



Content publishing

Make sure your message gets the attention it needs with pushed content.



Content portal

Create, promote, edit, retire using a drag and drop portal. The place for content management.



Mobile friendly

No mobile app required, all nicely responsive. A full experience on any device, on any good browser.



Brand it your way

From changing logos and colour palette to matching your branding guidelines.



Supported

It's supported by the team that built it. Bugs and backlog. One product, one team, one purpose.

We can get you up and running within 6 weeks



Prepare

Allow 2 weeks

Content

- Are you bringing your old content across?
- You'll need 4 articles for launch - one of these should be a launch page for your new intranet

Tags

- What categories will you tag your content with?
- Who will be able to add new tags?
- Who will manage the tags?

Access

- We will need a SharePoint Administrator account
- We will also need a couple of test accounts (one standard user and one Content Editor) for the duration of the process

People

- Intranet Owner - overall responsibility for the intranet
- Content Editor(s) - anyone who can add content to the site
- Tags Manager - maintains the tags list

Look and feel

- Work with our designer to ensure your site matches your brand
- Get some mock-ups of what your site will look like to use in your 'loo-media' Ripple awareness campaign

Deploy

- A site collection is created
- Ripple is installed

Branding

- Your branding is applied

Set up

Allow 1 week



Intros

- Get your Content Editors together to show them what's coming

Webinar

- 'Train the Trainer' webinar for Content Editors

Internal

- Consider running an internal comms campaign to include posters in communal areas, Yammer and email notices etc.

Launch

- When the launch day comes, make a big thing of it. Be proud of what you've done and start using Ripple

Guides

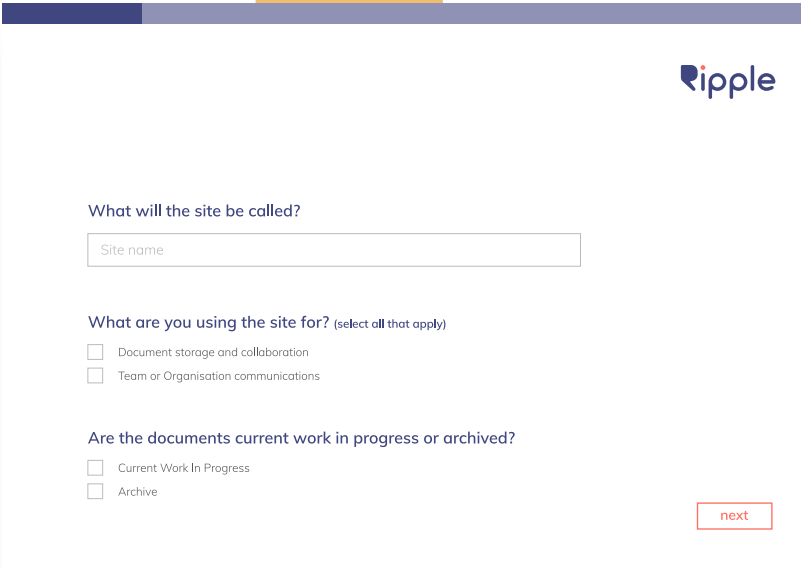
- End user information page will be available on the site ready for launch day
- Content Editor user guide provided

Project

- Regular updates across the team (including us) so we know who to speak to and when you are going live!

Support

- Ongoing support for your Content Editors, Intranet Owner and Tags Managers



The image shows a screenshot of a web form titled 'Ripple Tide' in the top right corner. The form is set against a white background with a dark blue header bar. Above the form, there is a large orange semi-circle. Below the form, there are two smaller circles, one red and one light blue. The form itself contains three sections of questions. The first section asks 'What will the site be called?' and has a text input field labeled 'Site name'. The second section asks 'What are you using the site for? (select all that apply)' and has two checkboxes: 'Document storage and collaboration' and 'Team or Organisation communications'. The third section asks 'Are the documents current work in progress or archived?' and has two checkboxes: 'Current Work In Progress' and 'Archive'. A red 'next' button is located at the bottom right of the form.

ripple

What will the site be called?

Site name

What are you using the site for? (select all that apply)

☐ Document storage and collaboration

☐ Team or Organisation communications

Are the documents current work in progress or archived?

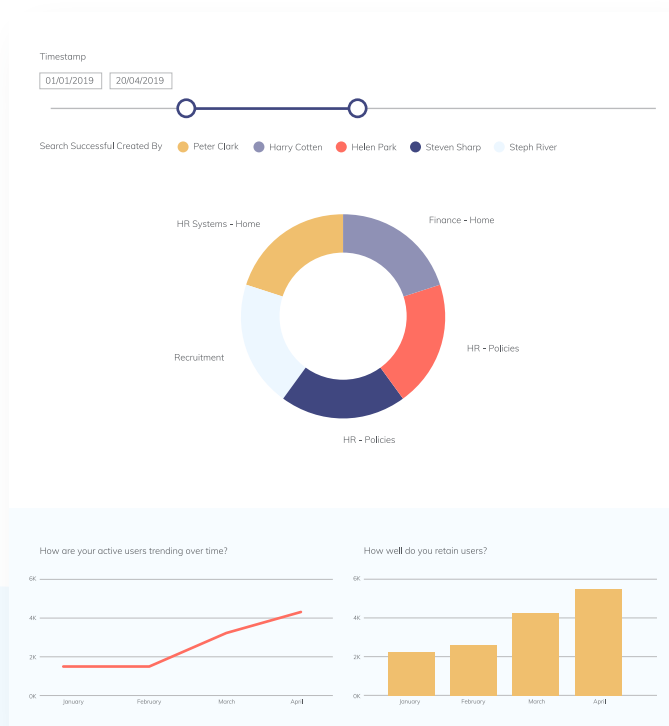
☐ Current Work In Progress

☐ Archive

next

Ripple Tide

One size doesn't fit all. A peg for every hole isn't practical either. Tide is the perfect compromise. A sensible range of site types, scenario-based, from 'a basic internal site to store some archive stuff' to 'an externally-facing site, for a specific audience, containing sensitive data, accessible for a defined period'. Tide covers common scenarios and we can tailor your own.



Ripple Sonar

User engagement and content governance. Two key aspects of a successful intranet and document management system. Sonar gives you clean views into rich data on your content and your users. Track campaign performance, make point in time decisions, audit content lifecycle management and support your content governance requirements (including GDPR, retention and other regulatory needs). Engagement, measured.