

OneDrive Manager Framework

iWorkplace™ OneDrive Manager Framework allows you to safely monitor and manage OneDrive use at scale within your organisation.

Discover information silos you never knew you had, take action to minimise risk of information accidents and support your users on the journey to best practice OneDrive use.



OneDrive Insights

Discover information silos and understand how users are using OneDrive by comparing files created in OneDrive and SharePoint for each user.



OneDrive Manager

Identify the gap between OneDrive best practice and your organisation's current state of OneDrive use.

Take action to close the gap and stay in control of use in BAU.



OneDrive Change

Resources and coaching to help empower and support users on best practice OneDrive use.

Identify. Act. Support.

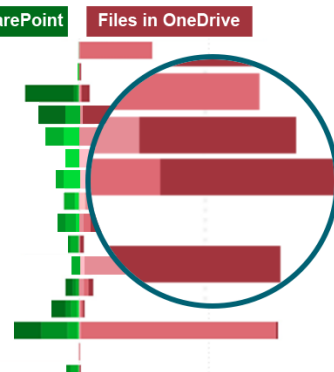
Compare files created in SharePoint vs OneDrive

1. Identify - OneDrive Insights

File Count Summary by Drive & Age

- SharePoint < 30 Days
- SharePoint < 6 Months
- SharePoint < 1 Year
- SharePoint > 1 Year
- OneDrive < 30 Days
- OneDrive < 6 Months
- OneDrive < 1 Year

Sally
Aaron
Lauren
Bruce
Emily
Ben
Kate
Kathy
Christine
Grant
Matthew



2. Act - OneDrive Manager

Name	Shared	Size MB	Files
01-R	<input type="checkbox"/>	0	2
03 Reporting	<input type="checkbox"/>	0	2
1. Logs report before remove	<input type="checkbox"/>	1	4
1. Logs report before remove	<input type="checkbox"/>	1	4
1. Logs report before remove	<input type="checkbox"/>	0	0
1. Logs report before remove	<input type="checkbox"/>	0	0
1. Logs report before remove	<input type="checkbox"/>	0	0
1. Logs report before remove	<input type="checkbox"/>	1	4

Take action to move files to SharePoint

3. Support - OneDrive Change



INITIATE

- ✓ Change Management Playbook
- ✓ Change Management Kick-off



PLAN

- ✓ Communication
- ✓ Training
- ✓ Rollout Approach
- ✓ BAU Governance



IMPLEMENT

- Support implementation of the plans:
 - ✓ Communication
 - ✓ Training
 - ✓ Rollout



MONITOR in BAU

- ✓ BAU Governance
- ✓ Monitor Adoption
- ✓ Stakeholder Management
- ✓ Celebrate Success

Guided approach to support users on the journey to best practice OneDrive use

How we can help?



Monitor and manage OneDrive use in your organisation



Discover siloed information and increase collaboration & efficiency



Guide and support your users on best practice approach to using OneDrive



Stay in control: Apply quick actions to copy or move files from OneDrive to the right place



Ensure business critical or sensitive information is secure



With iWorkplace Smart Records, compare files created in SharePoint and OneDrive for each user