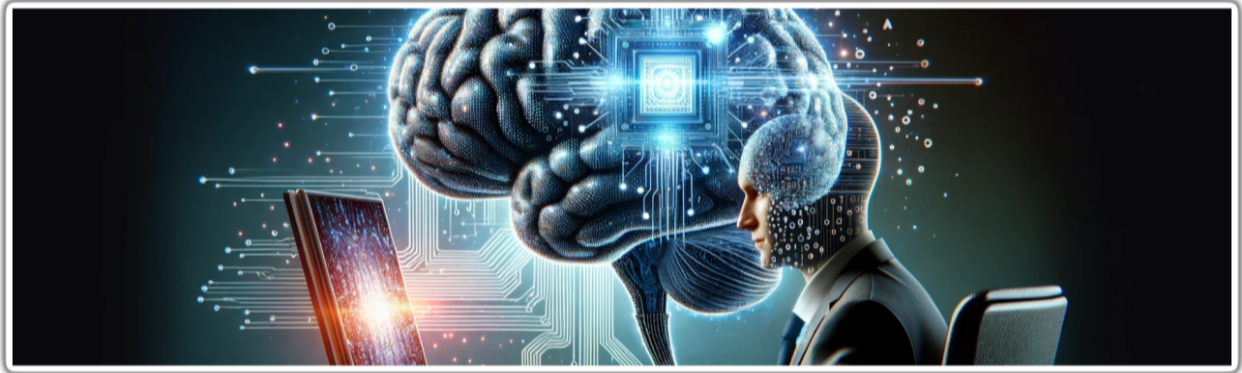




Intranet Solution Design

Technologies to Augment and Elevate the Collective IQ of Organizations

Executive Summary

In today's fast-paced, digitally driven business landscape, organizations require tools that enhance collaboration, streamline operations, and empower employees to work smarter.

A modern company intranet, built on platforms like Microsoft SharePoint, serves as a powerful technology to augment and elevate the collective intelligence of organizations.

By centralizing knowledge, fostering collaboration, and automating processes, an intranet transforms how teams operate, driving measurable value across the enterprise.



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Sharepoint Intranet

Microsoft SharePoint is a versatile platform that can be used to create a robust, scalable, and customizable company intranet.

A company intranet built on SharePoint serves as a centralized digital hub for internal communication, collaboration, document management, and business process automation.

By leveraging SharePoint's capabilities, a company can build a modern, user-friendly intranet that enhances communication, streamlines processes, and drives employee engagement, all while aligning with organizational goals and security requirements.

Key Intranet Features

An intranet acts as a single source of truth, consolidating critical information such as policies, procedures, and company news.

This centralized repository empowers employees with instant access to accurate, up-to-date resources, reducing time spent searching for information and enabling faster, more informed decision-making.

Advanced search capabilities and AI-driven content recommendations further enhance knowledge discovery, amplifying the organization's collective intelligence.

- **Employee Directory:** Integrate with Microsoft Entra ID (formerly Azure AD) to create a searchable employee directory.
- **News and Announcements:** Share company-wide updates, events, or leadership messages through news web parts.
- **Task and Project Management:** Use SharePoint lists or integrate with Microsoft Planner to manage tasks and projects directly within the intranet.

Centralized Content Management

- **Document Libraries:** SharePoint provides document libraries to store, organize, and manage company documents, such as policies, procedures, and employee

handbooks. Version control ensures document integrity, and permissions restrict access based on roles.

- **Web Pages and Content Publishing:** SharePoint allows the creation of dynamic intranet pages with rich content, including text, images, videos, and embedded apps. Communication sites in SharePoint Online are ideal for publishing news, announcements, and company-wide updates.
- **Search Functionality:** SharePoint's powerful search capabilities enable employees to quickly find documents, pages, or information across the intranet, improving productivity.

Collaboration and Teamwork

A well-designed intranet fosters a culture of collaboration by connecting employees across departments, geographies, and time zones.

Integrated with tools like Microsoft Teams, it enables real-time communication, document co-authoring, and project coordination. Social features, such as newsfeeds and discussion boards, promote engagement and idea-sharing, unlocking the collective expertise of the workforce and driving innovation.

- **Team Sites:** SharePoint supports team sites for specific departments or projects, where employees can collaborate on documents, share updates, and manage tasks. These sites integrate with Microsoft Teams for seamless communication.
- **Integration with Microsoft 365:** The intranet can leverage Microsoft 365 tools like Teams, OneDrive, and Outlook for real-time collaboration, file sharing, and email integration, creating a cohesive user experience.
- **Social Features:** Features like newsfeeds, discussion boards, and Yammer integration foster employee engagement and community building.

Customizable User Experience

A modern intranet delivers a tailored user experience, providing role-based content and tools that empower employees to perform at their best.

Mobile accessibility ensures that remote and hybrid teams can stay connected, fostering inclusivity and flexibility. By aligning the intranet with company branding and user needs, organizations create an engaging digital workplace that enhances productivity and employee satisfaction.

- **Branding and Design:** SharePoint allows customization of the intranet's look and feel to align with company branding, using themes, logos, and custom layouts.
- **Personalized Portals:** Employees can access personalized dashboards with role-based content, such as HR resources, IT support, or project updates, through SharePoint's audience targeting and permissions settings.
- **Mobile Accessibility:** SharePoint's responsive design and mobile apps ensure employees can access the intranet on any device, enhancing flexibility for remote or hybrid workforces.

Business Process Automation

Intranets leverage automation technologies, such as workflows and integrated apps, to optimize business processes like approvals, onboarding, and task management.

By reducing manual effort, organizations can redirect resources to strategic initiatives, boosting operational efficiency and agility. This automation capability transforms routine tasks into intelligent, data-driven processes that elevate organizational performance.

- **Workflows and Power Automate:** SharePoint integrates with Power Automate to automate processes like approval workflows, onboarding, or expense reporting, streamlining operations.
- **Forms and Data Collection:** Power Apps and Microsoft Forms can be embedded to create custom forms for surveys, feedback, or service requests, with data stored securely in SharePoint lists.
- **Integration with Business Applications:** SharePoint connects with tools like Power BI for data visualization or third-party apps via APIs, enabling tailored solutions for business needs.

Security and Governance

- **Permissions and Access Control:** SharePoint's granular permission settings ensure sensitive information is accessible only to authorized users, supporting compliance with data privacy regulations.
- **Data Loss Prevention (DLP):** Built-in DLP policies and compliance features help protect sensitive data and ensure regulatory adherence.
- **Audit and Reporting:** SharePoint provides auditing tools to track user activity, ensuring transparency and accountability.

Scalability and Deployment Options

- **Cloud, On-Premises, or Hybrid:** SharePoint can be deployed via SharePoint Online (cloud-based, part of Microsoft 365), SharePoint Server (on-premises), or a hybrid model, allowing flexibility based on company needs.
- **Scalability:** SharePoint scales to support organizations of all sizes, from small businesses to global enterprises, with the ability to add sites, users, and features as needed.

How Microsoft Viva Complements Sharepoint

In the context of building and enhancing a company intranet using Microsoft SharePoint, Microsoft Viva serves as an employee experience platform that transforms the traditional intranet into a dynamic, integrated, and personalized digital workplace.

By embedding intranet capabilities directly into Microsoft Teams and other Microsoft 365 tools, Viva augments SharePoint's foundational features—such as content management, collaboration, and search—with intelligent, user-centric enhancements that elevate organizational communication, knowledge sharing, and productivity.

This integration addresses common intranet challenges like low adoption and siloed information, making the platform more accessible and relevant in hybrid work environments.

Key Roles of Viva in This Scenario

1. **Extending SharePoint Intranet to Teams via Viva Connections:** Viva Connections acts as the primary gateway, pulling SharePoint intranet content (e.g., news, documents, and resources) into a dedicated app within Microsoft Teams. This creates a seamless, branded experience where employees access the intranet without switching tools, fostering higher engagement.
2. **Enhancing Personalization and Accessibility:** Viva introduces role-based curation and AI-driven recommendations, building on SharePoint's audience targeting to deliver customized dashboards.
3. **Boosting Collaboration and Knowledge Sharing:** Through integrations like Viva Engage (formerly Yammer) for community discussions and Viva Learning for training content, Viva enriches SharePoint's team sites and social features. It enables real-time idea exchange and skill development within the intranet ecosystem, turning static SharePoint pages into interactive hubs that drive innovation and employee connection.
4. **Driving Insights and Well-Being:** Viva Insights provides analytics on collaboration patterns and well-being trends (e.g., burnout risks at a team level),

complementing SharePoint's audit tools. This data informs intranet governance, helping leaders refine content strategies to better support decision-making and work-life balance.

Value in the Broader Intranet Implementation

Viva doesn't replace SharePoint but supercharges it, requiring no additional infrastructure while scaling with Microsoft 365 licenses.

In this scenario, it shifts the intranet from a passive repository to an active employee experience platform, yielding benefits like 20-30% higher content engagement and reduced information silos.

By unifying communications, resources, and insights, Viva directly contributes to elevating organizational intelligence, as outlined in the executive overview—empowering faster decisions, stronger collaboration, and a more resilient workforce.

Power Apps for Intranets

In the context of building a modern company intranet using Microsoft SharePoint, Power Apps—a low-code platform within the Microsoft Power Platform—plays a pivotal role by enabling the rapid creation of custom, interactive applications that extend and personalize the intranet experience.

Power Apps allows citizen developers (non-technical users) and professional developers alike to build tailored forms, workflows, and dashboards without extensive coding, integrating seamlessly with SharePoint lists, libraries, and Microsoft 365 tools like Teams and Viva.

This integration transforms static intranet content into dynamic, user-centric tools that boost productivity, automate processes, and foster collaboration, directly supporting the goal of elevating an organization's collective intelligence.

Enhancing SharePoint with Low-Code Custom Applications

Power Apps complements SharePoint's core features (e.g., document management and sites) by adding interactive layers, such as embedded apps for data collection or task automation. Here's how it fits into the intranet ecosystem:

Custom Forms and Data Collection

Power Apps excels at creating intuitive forms for intranet-based processes, like employee onboarding, feedback surveys, or expense submissions. These apps connect directly to SharePoint lists as data sources, allowing users to submit information that automatically updates intranet resources.

Interactive Dashboards and Personalization

Build canvas apps or model-driven apps to create role-based dashboards within the intranet. Employees can access personalized views—e.g., HR self-service portals for

leave requests or IT ticketing systems—tailored via SharePoint's audience targeting. With AI capabilities (like Copilot in Power Apps), these apps can generate insights from intranet data, such as summarizing news feeds or recommending resources, enhancing Viva's personalization features.

Automation and Integration with Business Processes

Power Apps triggers Power Automate flows to automate repetitive tasks, such as notifying teams of document approvals or syncing data with external systems. In an intranet scenario, this could mean an app that handles file uploads to SharePoint sites, even automating actions on legacy intranet elements via RPA integrations (e.g., Power Automate Desktop for on-premises tasks).

It extends Viva Connections by embedding apps directly into Teams tabs, ensuring seamless access from the intranet hub.

Employee Engagement and Knowledge Sharing

Develop micro-apps for intranet features like knowledge bases or community polls, integrating with Viva Engage for discussions. For instance, a Power App could power a searchable FAQ tool on a SharePoint communication site, pulling from Dataverse or SharePoint content. This fosters engagement by making the intranet more interactive, with mobile-responsive designs supporting hybrid work.

Secure, Scalable Portals

While Power Apps Portals (now evolved into Power Pages) are often used for external-facing sites, they can secure internal intranets with authentication via Microsoft Entra ID. Build low-code portals for employee directories or event registrations, hosted on SharePoint backends, ensuring compliance and granular permissions.

Integration with SharePoint and Viva

- **With SharePoint:** Embed Power Apps directly into SharePoint pages using web parts, or use SharePoint as the primary data connector for apps. This creates a unified experience where intranet navigation leads to custom app interfaces.
- **With Viva:** Power Apps enhances Viva Connections by adding app tiles to the Teams feed, surfacing intranet tools alongside news and insights. Viva Insights can even analyze app usage to refine intranet strategies.

Power Apps turns your SharePoint intranet into a proactive platform, not just a repository—driving the "collective IQ" by making knowledge actionable.

Extending Sharepoint with Partners

In the ecosystem of a SharePoint-based company intranet—augmented by Viva Connections, Power Apps, and Power Automate—specialized partner apps like Unily, Powell Software, and LumApps serve as purpose-built enhancements to address SharePoint's native limitations in user experience, personalization, and engagement.

Integration Methods

These Microsoft-certified solutions integrate natively via SharePoint Framework (SPFx) extensions, Power Platform connectors, and Microsoft Graph APIs, allowing organizations to overlay intuitive, consumer-grade interfaces on top of SharePoint's robust document management and collaboration backbone.

This creates a more dynamic digital workplace without disrupting existing data flows or governance. Deployment is straightforward through Microsoft AppSource, with hybrid support for on-premises and cloud environments, ensuring scalability and security via Entra ID authentication.

These apps elevate the "collective IQ" by transforming passive SharePoint sites into proactive hubs that boost adoption rates (often by 30-50% through personalization) and streamline hybrid workflows.

These intranet-focused apps can increase employee engagement by 25-40% through intuitive designs and personalization, while leveraging SharePoint's security (e.g., DLP policies) for compliance.

Unily

Employee experience platform: Unily overlays a modern, mobile-first UX on SharePoint, enabling curated news feeds, personalized dashboards, and seamless access to M365 tools (e.g., Teams, OneDrive). It supports over 50 native integrations (e.g., ServiceNow

for IT tickets) and hybrid search to unify on-premises/cloud content, driving engagement with analytics and AI-driven recommendations.

SPFx web parts for embedding on SharePoint pages; Power Automate connectors for workflows; Microsoft Graph for hybrid search and content syncing; Viva Connections cards for Teams feed integration.

Powell Software

Digital workplace enhancer: Powell fills SharePoint gaps with AI-powered personalization, role-based navigation, and consistent branding across sites. It includes workspace templates for quick deployment, multilingual support, and targeted communications, plus desk-booking widgets for hybrid teams, improving productivity and governance at scale.

Built natively on SPFx for SharePoint site extensions; Unified governance via Powell Manager for multi-site orchestration; Power Apps embedding for custom forms; Adaptive cards in Viva for real-time updates.

LumApps

AI-powered employee hub: LumApps complements SharePoint's document libraries with engaging social features, multichannel communications (e.g., targeted posts, video management), and self-service tools for HR/IT tasks. It aggregates SharePoint sites into a unified feed, supports bottom-up collaboration, and integrates with Teams for hybrid broadcasting, fostering a sense of belonging and reducing silos.

Microsoft Graph APIs for content federation; Connectors in Power Automate for data syncing; Embed via SharePoint web parts or Viva dashboard tiles; Seamless SSO with Teams and Entra ID.