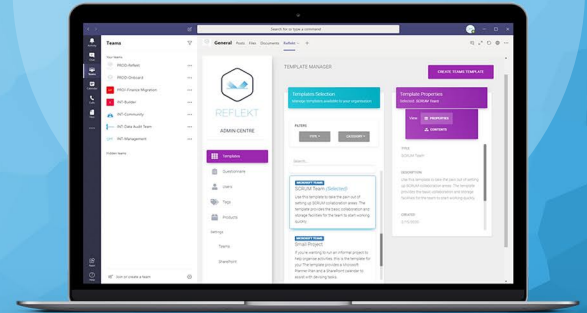




REFLEKT

GOVERN • MANAGE • AUTOMATE

The complete
governance,
lifecycle
management
and **automation**
tool for
your **Microsoft 365**



MICROSOFT 365

Governance & Automation

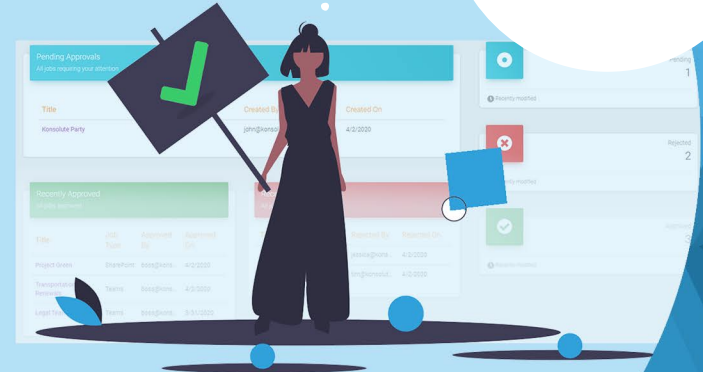
Empower your users

Empower your organisation by allowing them to freely create Microsoft Teams, SharePoint Sites and Microsoft 365 Groups whilst knowing that you're always in full control of your environment. You define your boundaries in accordance to your organisation's and regulatory requirements.

Give users **control** and **independence**

Associate **organisational policies** to templates

Proven to **increase end-user adoption**



MICROSOFT 365

Governance & Automation

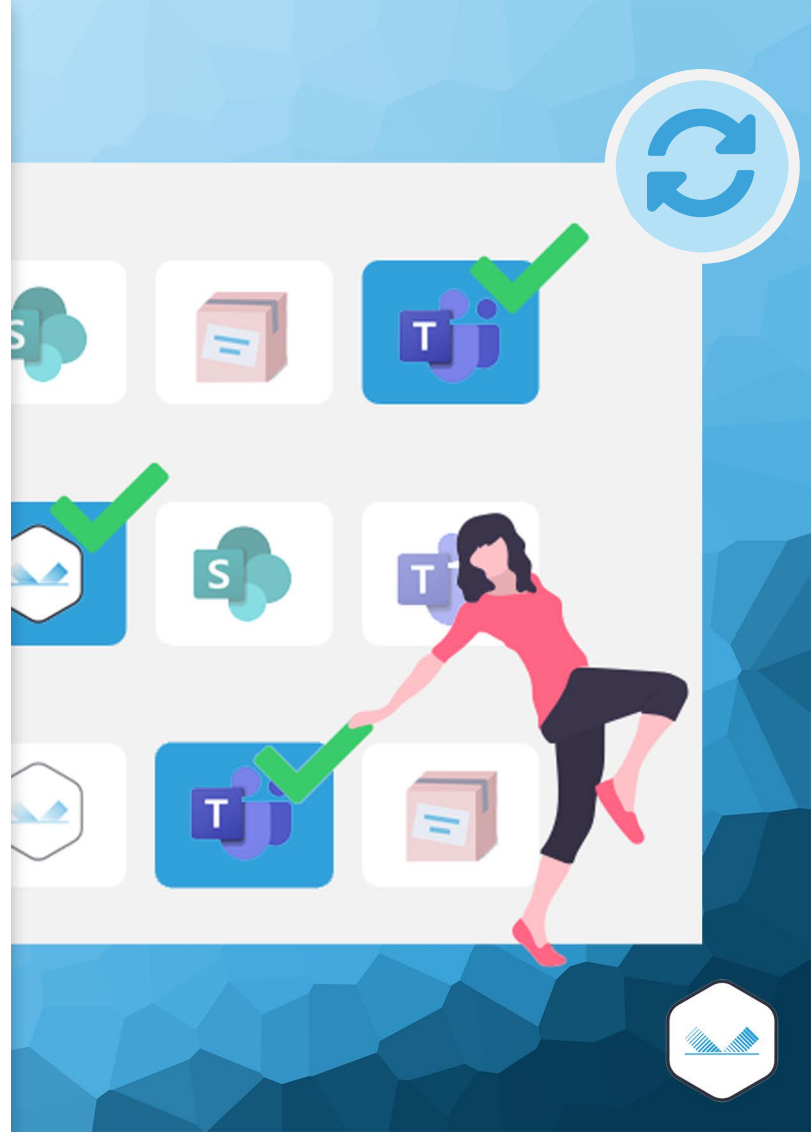
Lifecycle Management

Let Reflekt manage everything from directing your users to to the right tool of choice guiding them through the initial creation, discovering Microsoft Teams, sites and groups that that may be of interested in as well as utilising pre-defined organisational templates to get them to the right start!

Approvals, archive and disposition processes

Define who and what can be approved

Enabling granular control over processes



MICROSOFT 365

Governance & Automation

Compliance

Reflekt automatically cleans-up orphaned and unused Microsoft Teams, SharePoint Sites and Microsoft 365 Groups by archiving them based upon your organisational and regulatory requirements. Ensuring that your users always find the most relevant and latest information within your organisation.

Automated archive and **disposition** policies

Define policies **based upon the template**

Identify non-compliant teams, sites and groups



MICROSOFT 365 Templates

Define and reuse

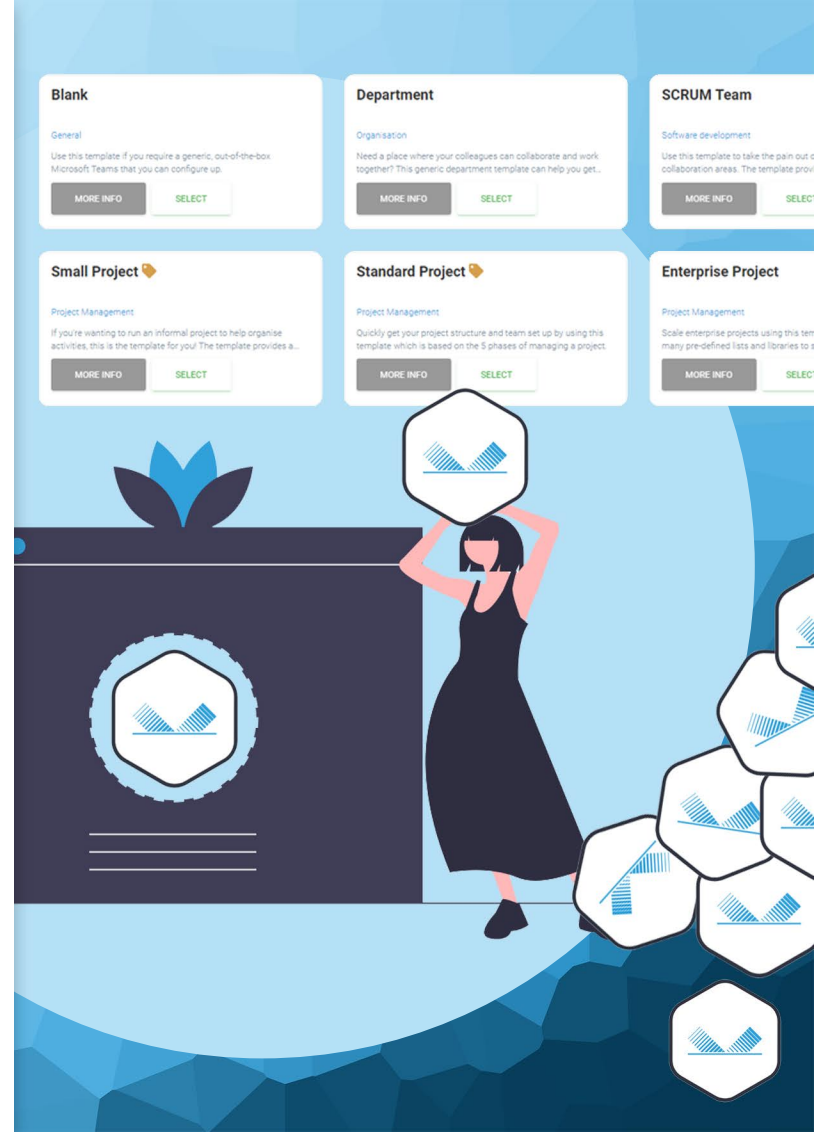
Create and introduce templates to your organisation across Microsoft Teams, SharePoint Sites and Microsoft 365 Groups. Give your workforce a head-start and consistency by pre-defining templates. Define once and reuse multiple times across your organisation.

CREATE



ARCHIVE

REUSE



MICROSOFT 365

Templates

Approvals, archiving & disposition policies

Use Reflekt's intuitive Administration Centre to define your Approval, Archiving and Deposition processes based upon your Regulatory and organisation's requirements.

Define your organisational requirements

Customisable approval process

Proven to increase end-user Teams adoption



MICROSOFT 365

Templates

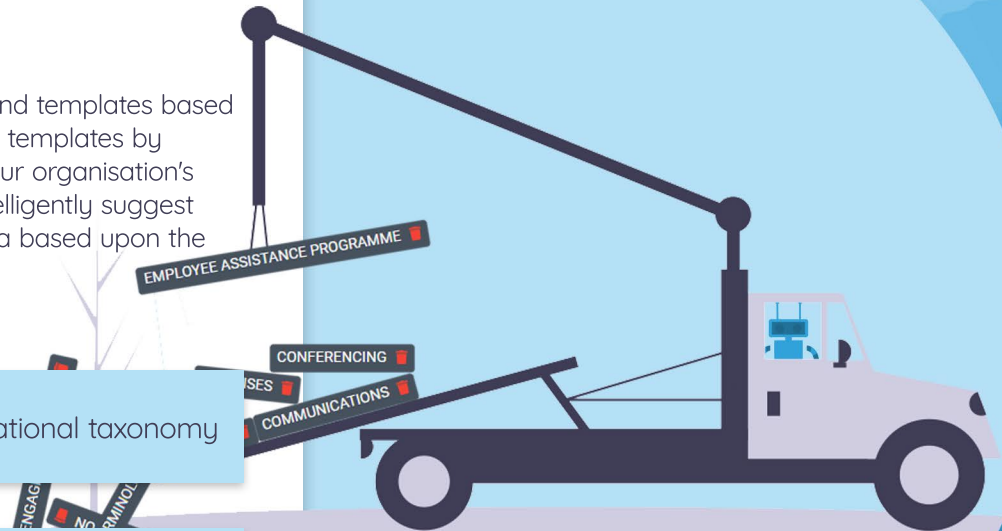
Tagging

Reflekt can suggest and recommend templates based upon your criteria. Categorise your templates by associating your templates with your organisation's taxonomies so that Reflekt can intelligently suggest templates which match your criteria based upon the name, description and tags.

Leverage your **existing** organisational taxonomy

Discovery of teams, sites and groups

Use with **Microsoft 365** compliance and security features



Assisted Intelligence

Questionnaire

With the ever expanding array of product and services available within Microsoft 365 it can be incredibly confusing for your workforce and can result in a loss of productivity. Questions such as when or how do I create something based upon my requirements? Reflekt's intuitive fully customisable questionnaire recommends and suggests the right tool for your answered questions.

Recommends the right tool based on choices

Fully customisable to your organisation's needs

Links to 3rd-party applications and services



Assisted Intelligence

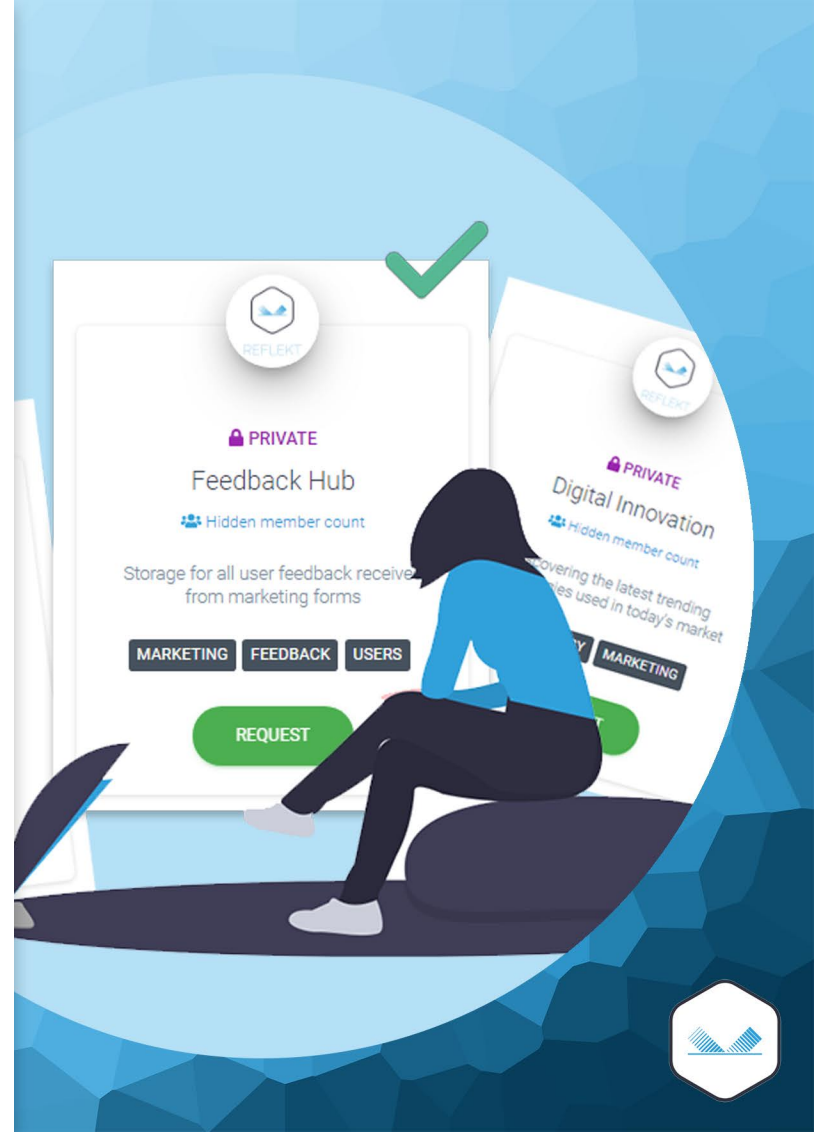
Discover your organisation

On average, workers spend 41.8 hours searching. Let your focus on the task at hand and allow Reflekt's intelligent recommendation engine which uses a number of signals to recommend and suggest Microsoft Teams, SharePoint Sites and Microsoft 365 Groups to your users.

Discover and join and **reduce** site sprawl

Query and refine Teams, Sites and 365 Groups

Increase end-user adoption and satisfaction



MICROSOFT 365 Administrators

Define
your
validation
criteria

Duplication
check &
prevent site
sprawl

Delegate
approval
requests

Reflekt gives you complete control over fine tuning
your Microsoft 365 platform.

Features include:

Naming conventions

Prefixes / Suffixes

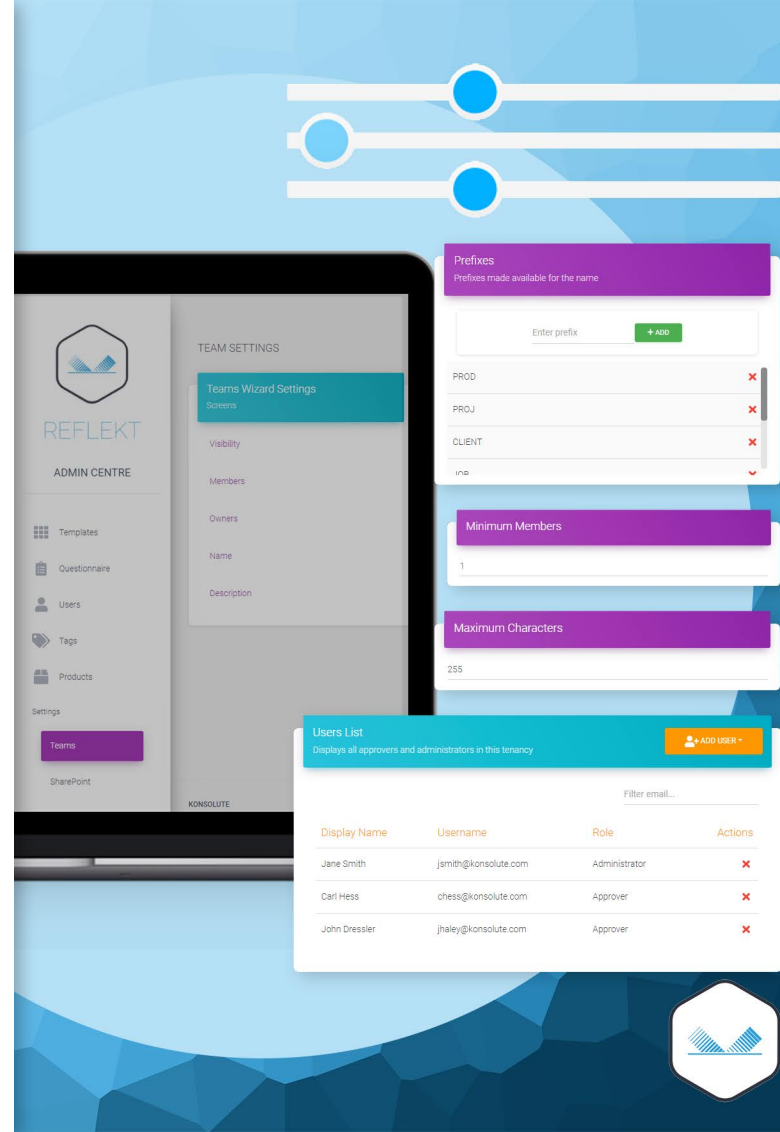
Min / Max character limits

Duplication prevention

Visibility control

Approval delegations

...and more.



MICROSOFT 365 Support

Unleash the power of Microsoft 365 products and services in your organisation whilst knowing that Reflekt is in complete control. Reflekt rapidly improved user adoption & drastically reduces end user confusion!

Supported now



Microsoft Teams

Start your journey by downloading the Reflekt App from the Microsoft App Store



Microsoft SharePoint

Start your journey by downloading the Reflekt App from Microsoft AppSource

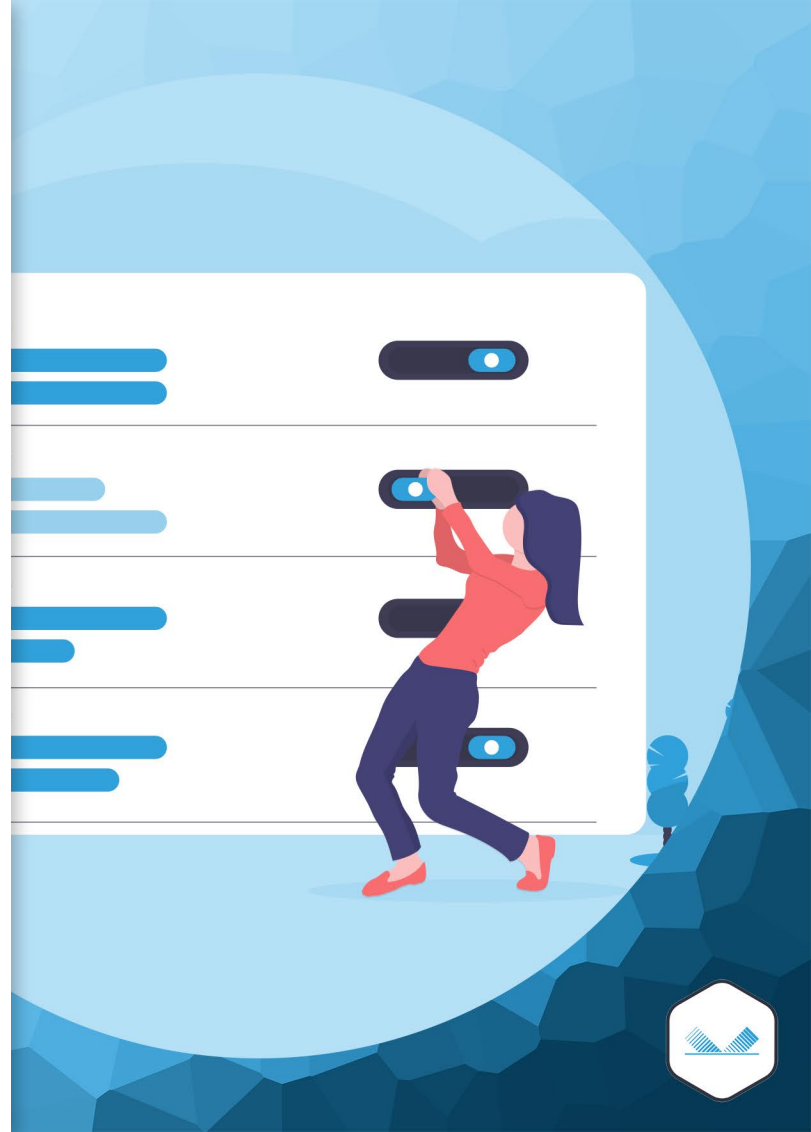
COMING SOON



Microsoft Project



Microsoft Yammer





<https://www.konsolute.com/products/reflekt/>