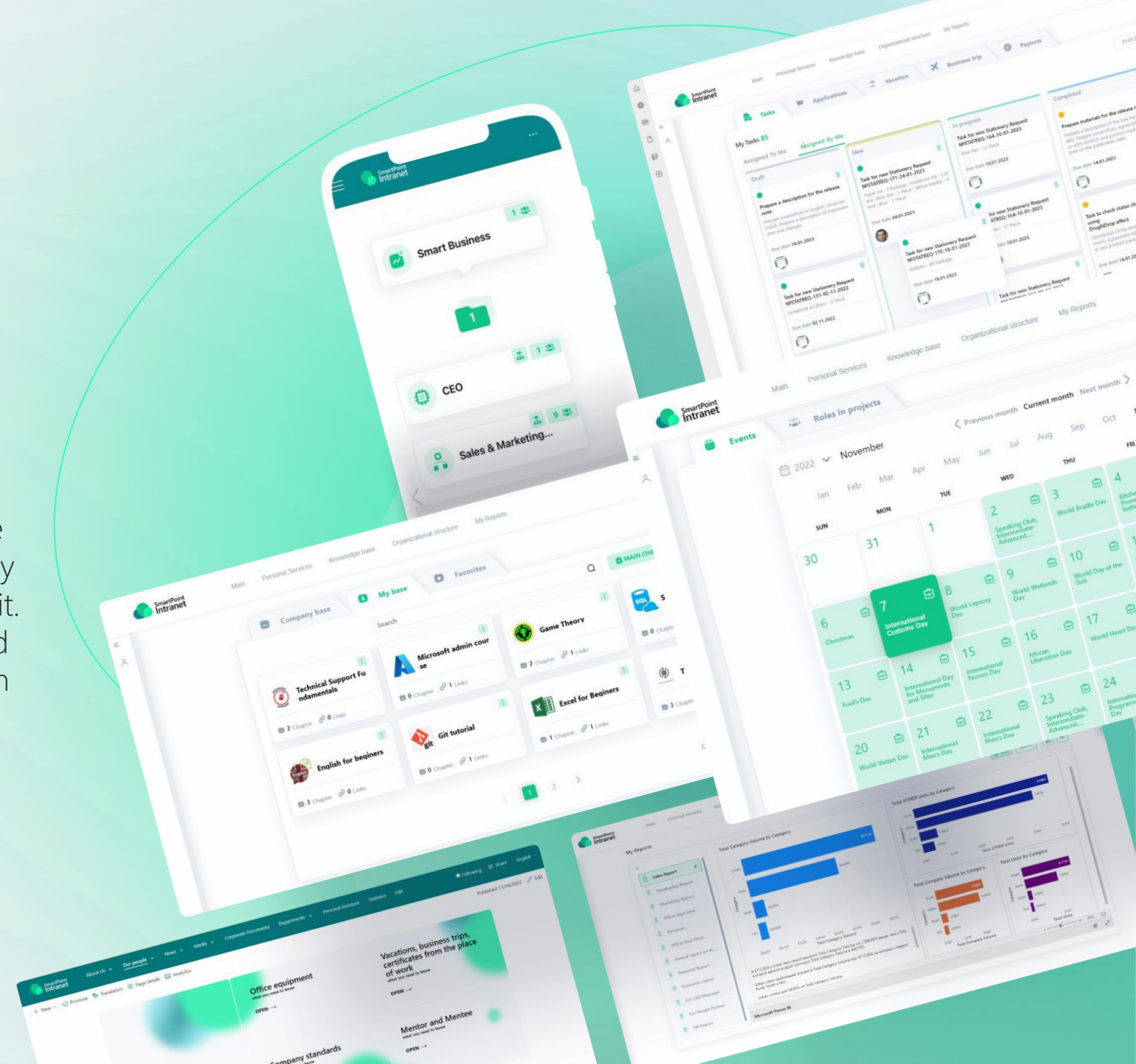




SmartPoint Intranet

A single digital communication environment for the entire company that maintains operational efficiency regardless of the number of employees working in it. Provides an opportunity for each employee to build a personal digital space for comfortable work within the organization.

Integrated with: **HR, ERP, CRM**



Values



For business:

- Motivating employees to complete tasks to increase the efficiency of business processes
- Reducing the cost of adapting new employees to the company's processes
- Data storage security
- Quickly informing employees about changes in processes
- Increasing the level of employee involvement in the corporate life of the company
- Increasing the level of recognition of the company's HR brand
- Building own competency center
- Decreased churn rate



For employee:

- A single entry point to the information space of the company
- Access to all information systems of the company
- Quick information search
- Personal account with a list of personal services
- Unified knowledge base of the company
- Employee involvement in the processes and corporate life of the company
- Feeling of importance and involvement in the success of the company

01

SmartPoint Intranet

● **Portal
capabilities**

SmartPoint Intranet modules



HR

- Calendar of events
- Organizational structure
- Employee Directory
- Office map



Personal Assistant

- Personal account
- Personal services
- Knowledge base
- Organizational structure
- Personal bot



Intranet CMS

- Content page builder
- Corporate library
- Analytics and statistics



Workspace

- Personal work panes
- Microsoft Teams app



Media Library

- Video Gallery
- Photo Gallery



News

- Corporate news
- Popularity score



SmartPoint Ideas



Module

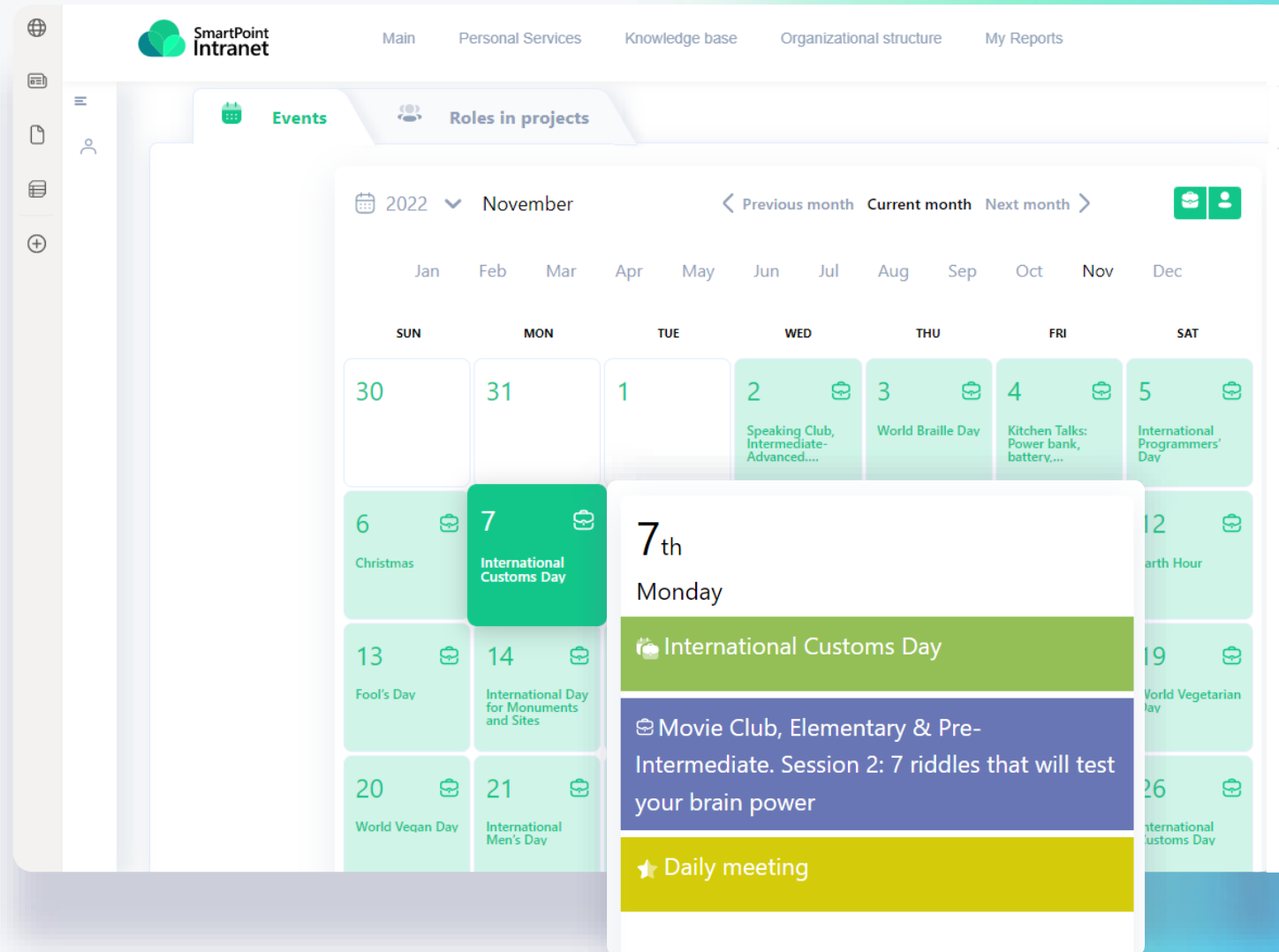
SmartPoint Intranet: HR

Event calendar

An HR manager can add new events, dividing them into different categories.

For ease of perception, each category can be assigned its own corporate icon.

Using the event calendar, you will be sure that each employee will have access to information about corporate life and all internal events of the organization.



The screenshot displays the SmartPoint Intranet interface, specifically the 'Events' section. The calendar is set for November 2022. A pop-up window is open for Monday, November 7th, showing three events:

- International Customs Day (green icon)
- Movie Club, Elementary & Pre-Intermediate. Session 2: 7 riddles that will test your brain power (blue icon)
- Daily meeting (yellow icon)

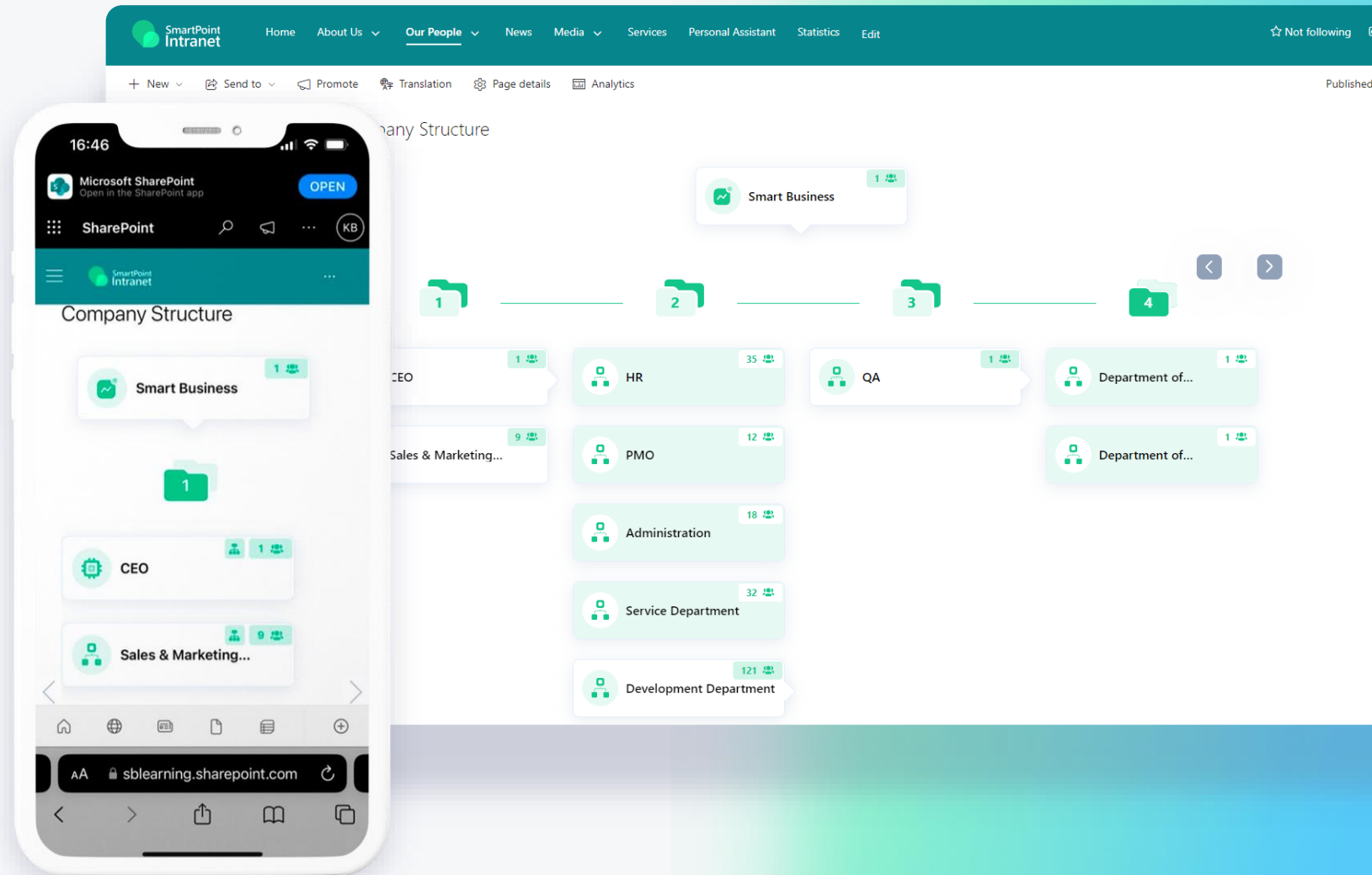
The calendar grid shows various events for the month, including Christmas, Fool's Day, World Vegan Day, International Day for Monuments and Sites, International Men's Day, Speaking Club, Intermediate-Advanced..., World Braille Day, Kitchen Talks: Power bank, battery..., International Programmers' Day, Earth Hour, World Vegetarian Day, and International Customs Day.

Organizational structure

The organizational structure is available in two interfaces: horizontal and vertical.

You choose the interface with a horizontal or vertical view, depending on the branching of departments and the number of levels of the company's structure.

The advantage of a vertical organizational structure is a more convenient view of the structure of a company with many subordinates and departments.



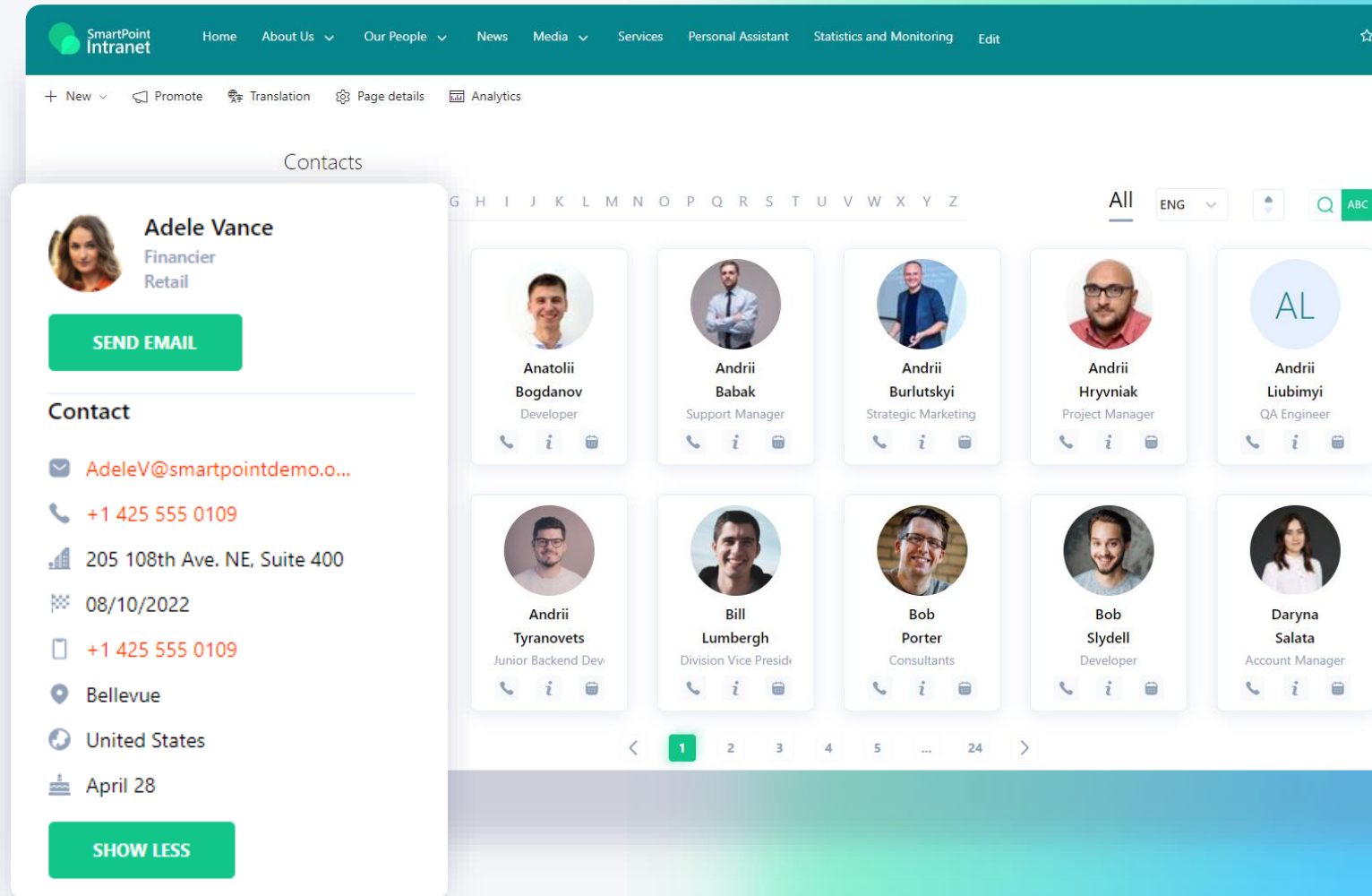
Employee Directory

A convenient communication tool for employees: quickly search for colleagues by name or surname and involve them in relevant tasks.

It is possible to call an employee in Microsoft Teams and arrange a meeting.

The employee directory contains the information about employee's:

- birthday,
- department,
- job title,
- first workday,
- contact details.



The screenshot displays the SmartPoint Intranet interface. At the top, there is a navigation bar with links: Home, About Us, Our People, News, Media, Services, Personal Assistant, Statistics and Monitoring, and Edit. Below the navigation bar, there are utility icons for New, Promote, Translation, Page details, and Analytics. The main content area is titled "Contacts" and features a grid of employee cards. A detailed view for Adele Vance is shown on the left, including her profile picture, name, title (Financier Retail), and a "SEND EMAIL" button. Below this, the "Contact" section lists her email (AdeleV@smartpointdemo.o...), phone number (+1 425 555 0109), address (205 108th Ave. NE, Suite 400), birthday (08/10/2022), another phone number (+1 425 555 0109), location (Bellevue), country (United States), and first workday (April 28). A "SHOW LESS" button is at the bottom of the detailed view. The main grid shows other employees like Anatolii Bogdanov, Andrii Babak, Andrii Burlutskiy, Andrii Hryvniak, Andrii Liubimyi, Andrii Tyranovets, Bill Lumbergh, Bob Porter, Bob Slydell, and Daryna Salata, each with their own profile picture, name, title, and contact icons.

Office map

The map displays the geolocation and contact information of the company's offices. Provides scalable display areas that allow you to see the necessary locations on one screen, even on a world map.

You can add the required number of geolocations without additional development.

SmartPoint Intranet

About Us | Our people | News | Media | Corporate Documents | Departments | Personal Assistant | Statistics | Edit

+ New | Promote | Translation | Page details | Analytics

Ukrainian office:
Address:
21 Poliova Street
Kyiv, Ukraine

Polish office:
Address:
Hrubieszowska 2 PL-01-209
Warszawa, Poland

Georgian office:
Address:
University street 17 A, Tbilisi 0179,
Georgia

Azerbaijani office:
Address:
90A Nizami Street, Landmark 3, B
1010, Azerbaijan



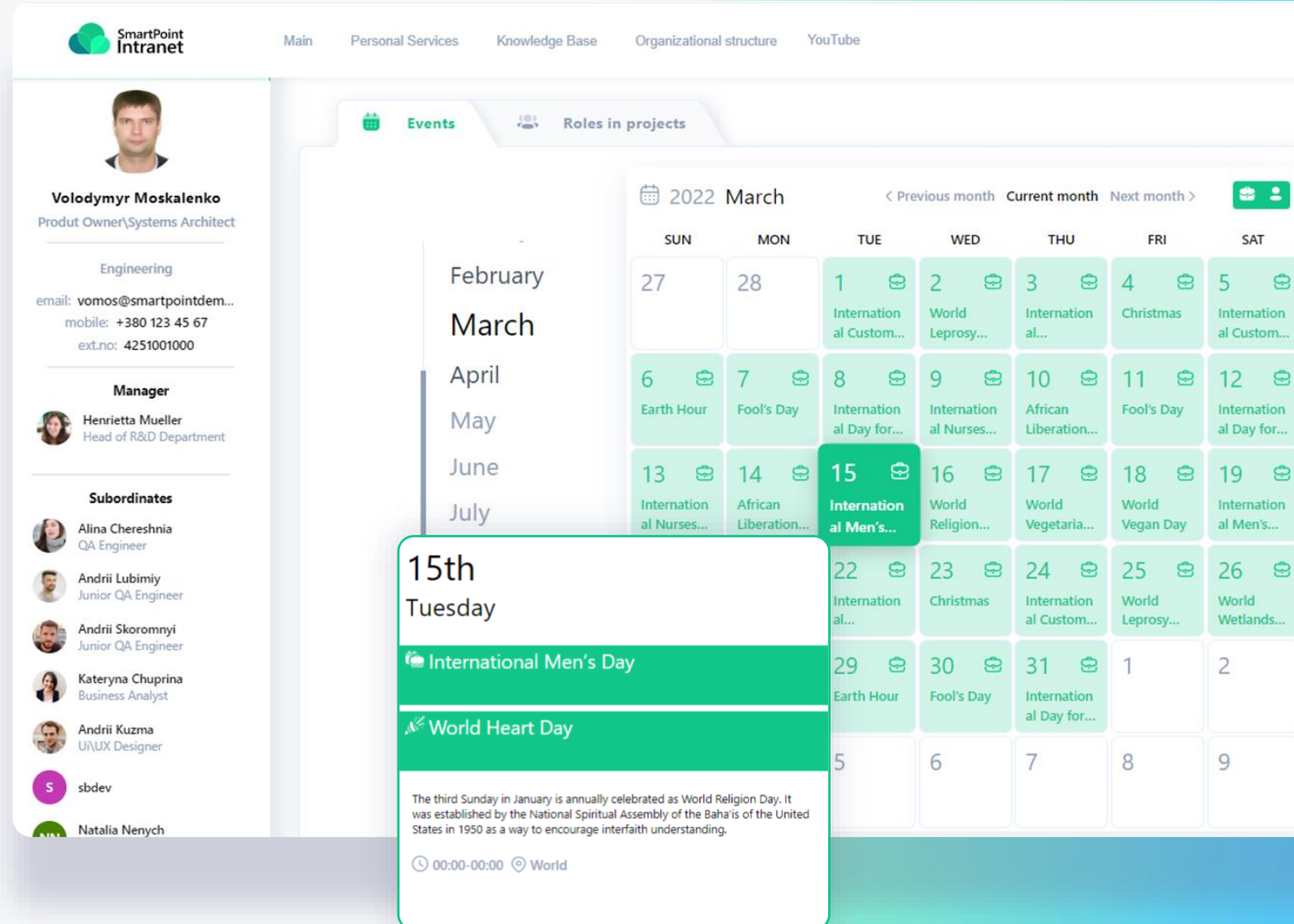
Module

SmartPoint Intranet: Personal Assistant

Employee's personal account

An employee's personal account contains a set of services and options to quickly search for information related to a particular employee:

- knowledge base,
- analytical reports,
- access to payroll information, vacation balance,
- submitting absence requests,
- event calendar,
- organizational structure.



The screenshot displays the SmartPoint Intranet interface for an employee's personal account. The top navigation bar includes links for Main, Personal Services, Knowledge Base, Organizational structure, and YouTube. The main content area is divided into two sections: a user profile and an event calendar.

User Profile:

- Volodymyr Moskalenko**, Product Owner/Systems Architect
- Department: Engineering
- Contact: email: vomos@smartpointdem..., mobile: +380 123 45 67, ext.no: 4251001000
- Manager:** Henrietta Mueller, Head of R&D Department
- Subordinates:**
 - Alina Cheresnia, QA Engineer
 - Andrii Lubimiy, Junior QA Engineer
 - Andrii Skoromnyi, Junior QA Engineer
 - Kateryna Chuprina, Business Analyst
 - Andrii Kuzma, UNIX Designer
 - sbdev
 - Natalia Nenych

Event Calendar:

The calendar shows the month of March 2022. A pop-up window highlights the 15th of March, Tuesday, with the following events:

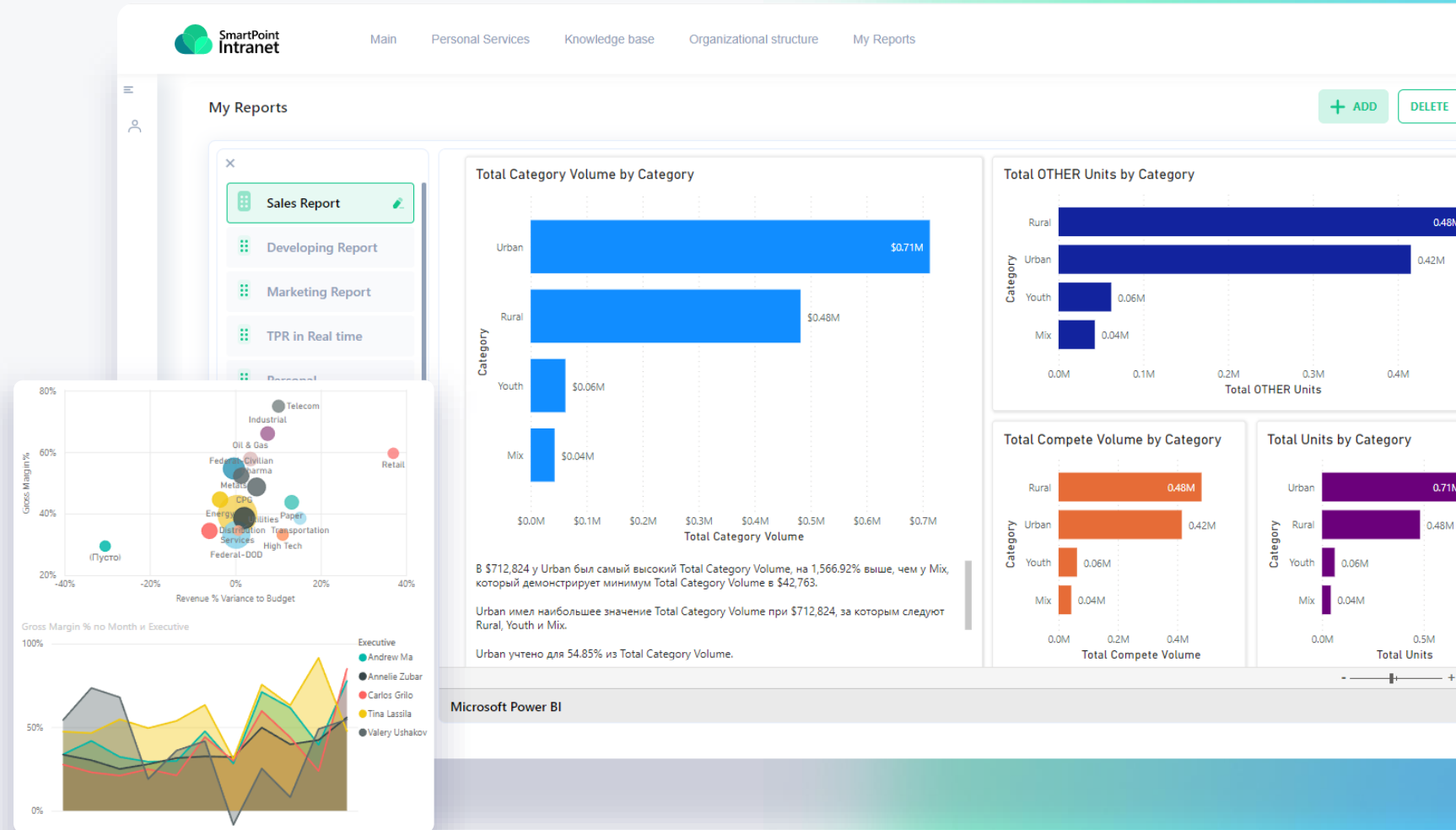
- International Men's Day**
- World Heart Day**

The pop-up also includes a description of World Religion Day: "The third Sunday in January is annually celebrated as World Religion Day. It was established by the National Spiritual Assembly of the Baha'is of the United States in 1950 as a way to encourage interfaith understanding." and a time slot of 00:00-00:00 for World.

Analytics in Personal Account

Employees can view Power BI analytical reports from the Personal Account.

Users independently set up the required number of reports and dashboards in their account and can switch between them in a single window.

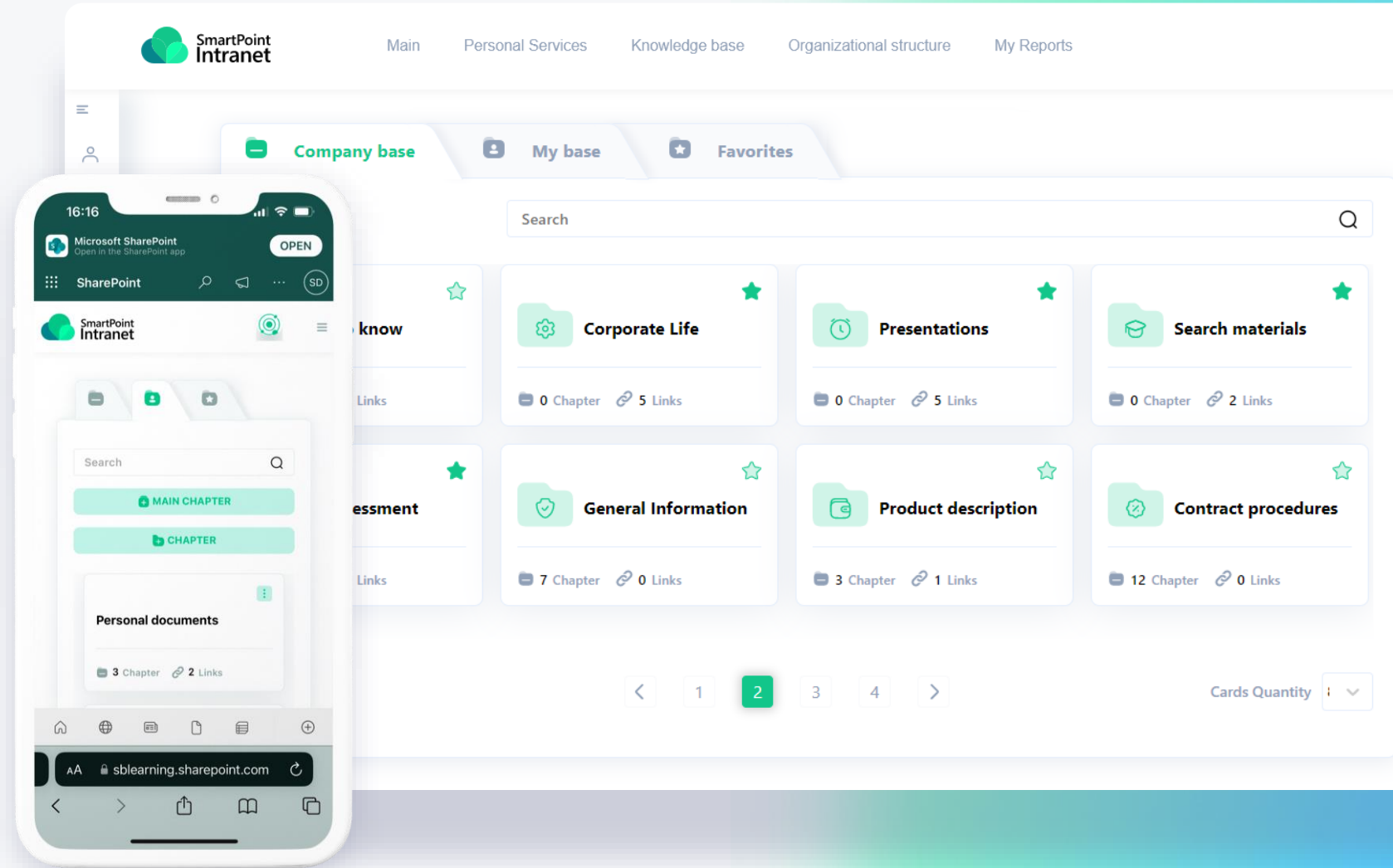


Microsoft Power BI

Knowledge Base: Corporate

The **Knowledge Base** section contains links to all materials, documents and guides that an employee needs in their work.

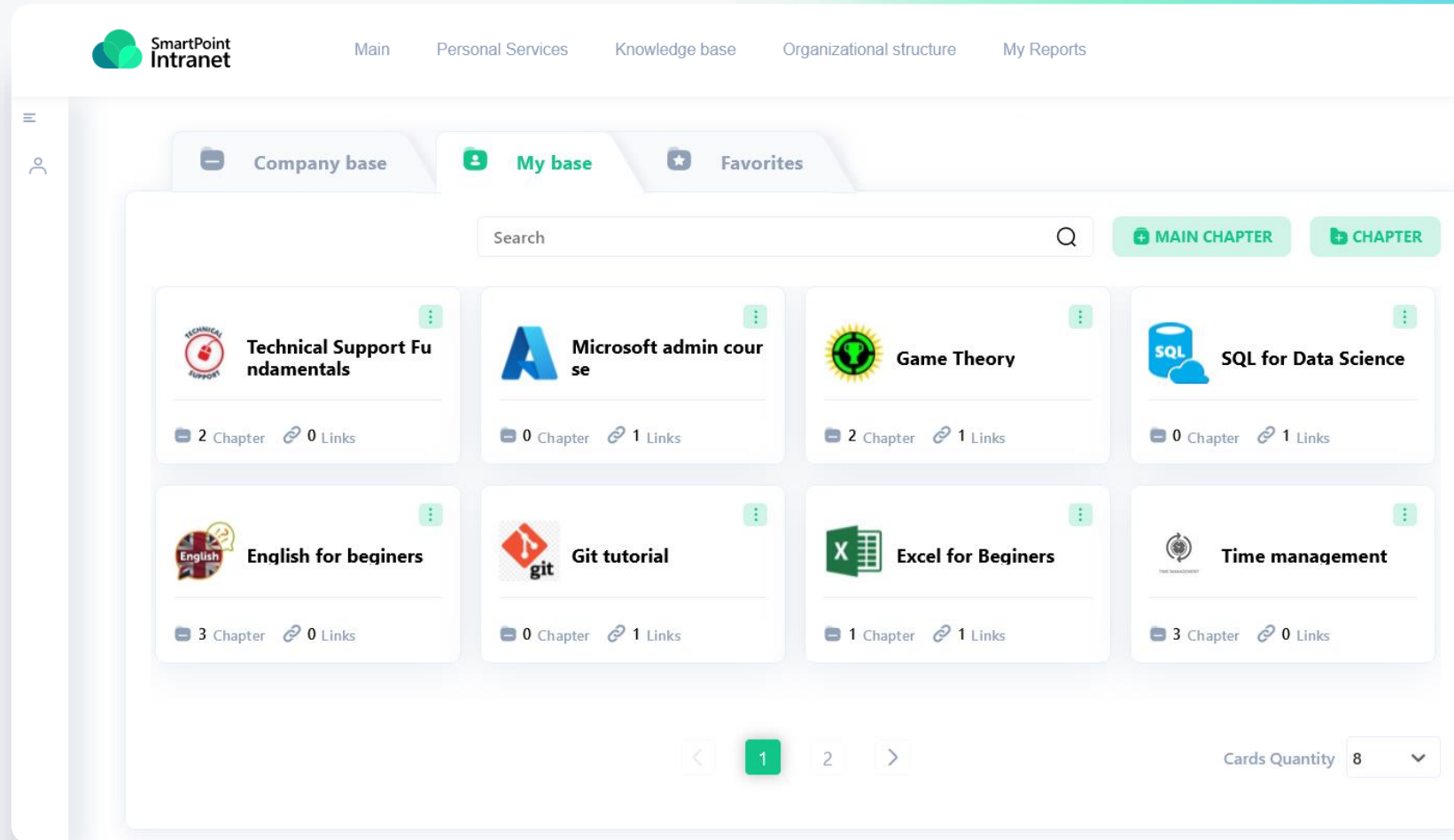
And it will be easier for new employees of the company to adapt to work processes thanks to a separate section with information on adaptation.



Knowledge Base: Personal

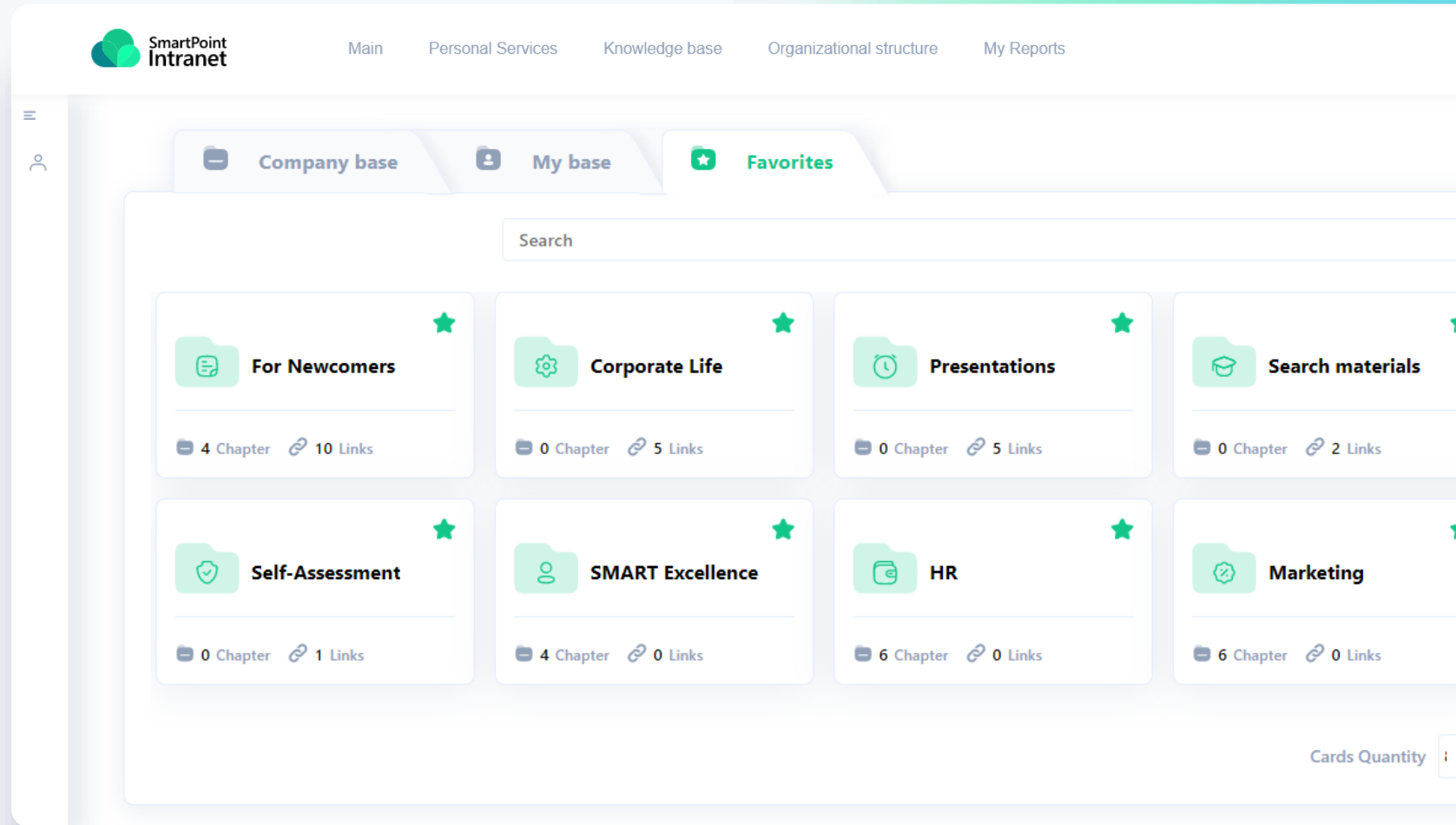
My knowledge base is the opportunity for each employee to create their own center of competence.

Users can save the necessary materials in a separate section with quick access to them.



Knowledge Base: Favorite

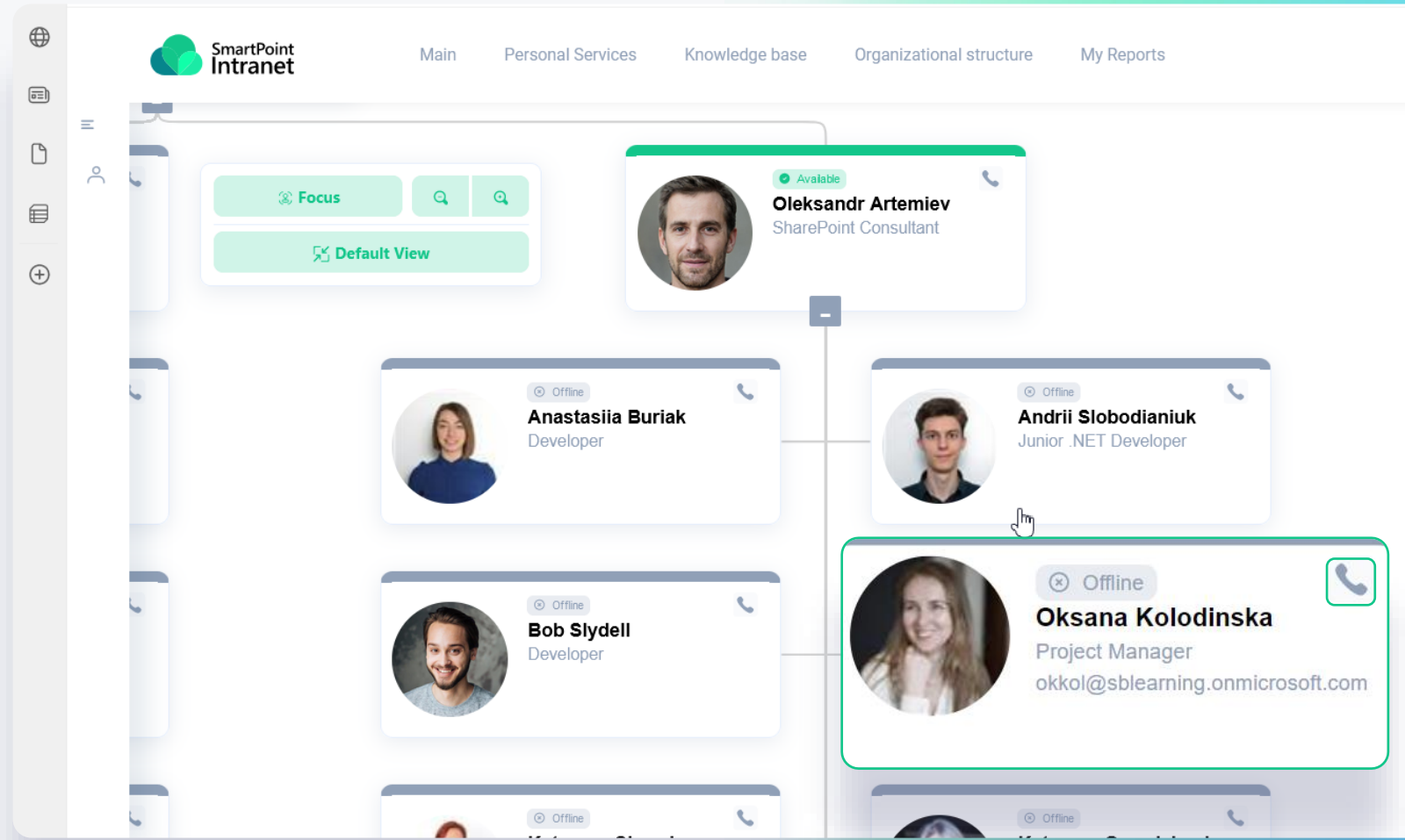
The **Favorite** functionality allows users to select the most important materials from the general corporate knowledge base and have quick access to them in a separate tab.



Organizational Structure

In the **Organizational Structure** section, you can find information about the structure of subordination of employees.

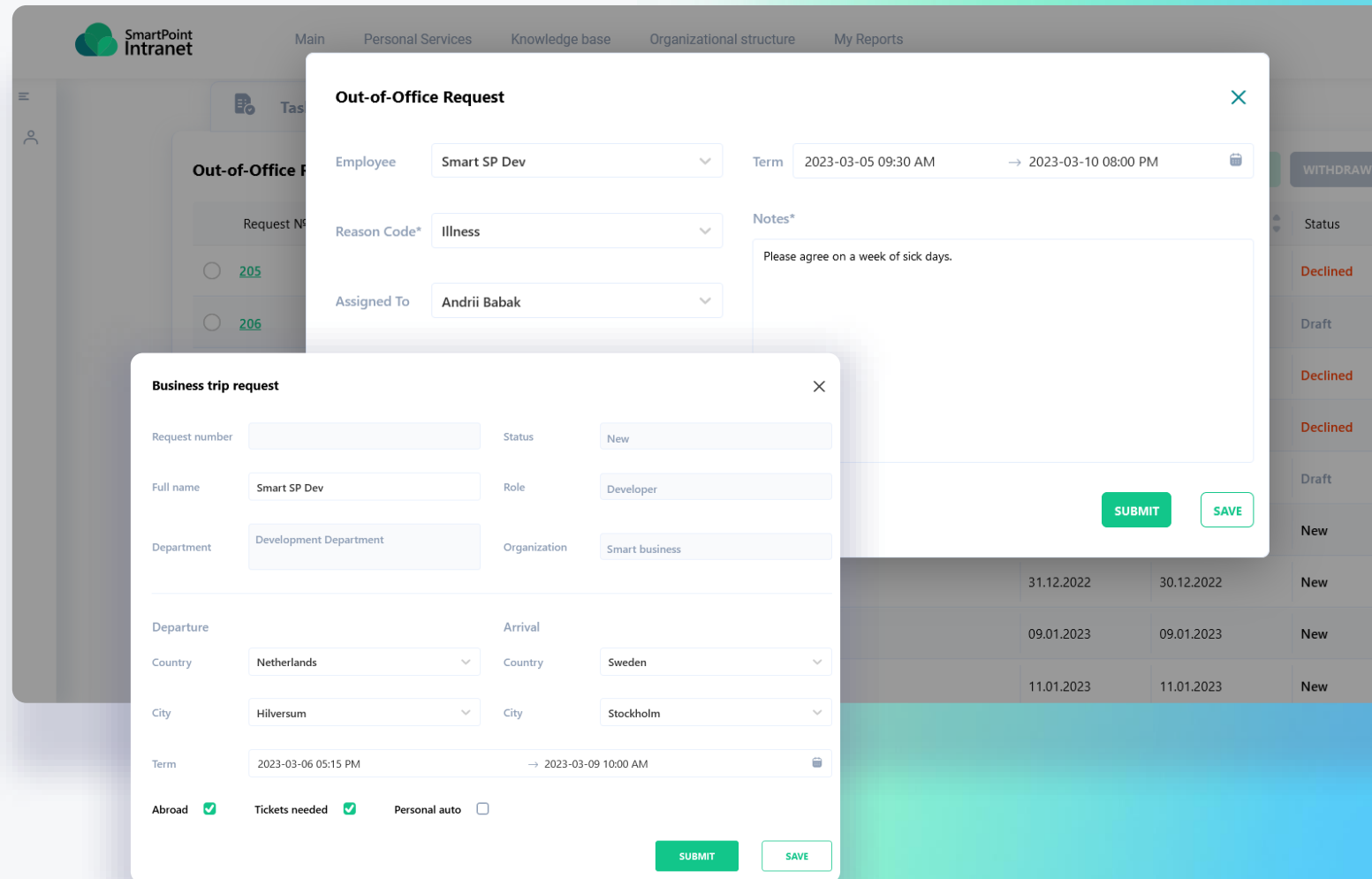
Everyone can contact colleagues via email and see their availability with colored map indicators synced with Microsoft Teams statuses.



Personal Services: Requests

With the help of the **Personal Services** module, each employee can independently:

- submit an absence request,
- place an order of items from the corporate catalog,
- request access to any company resources.

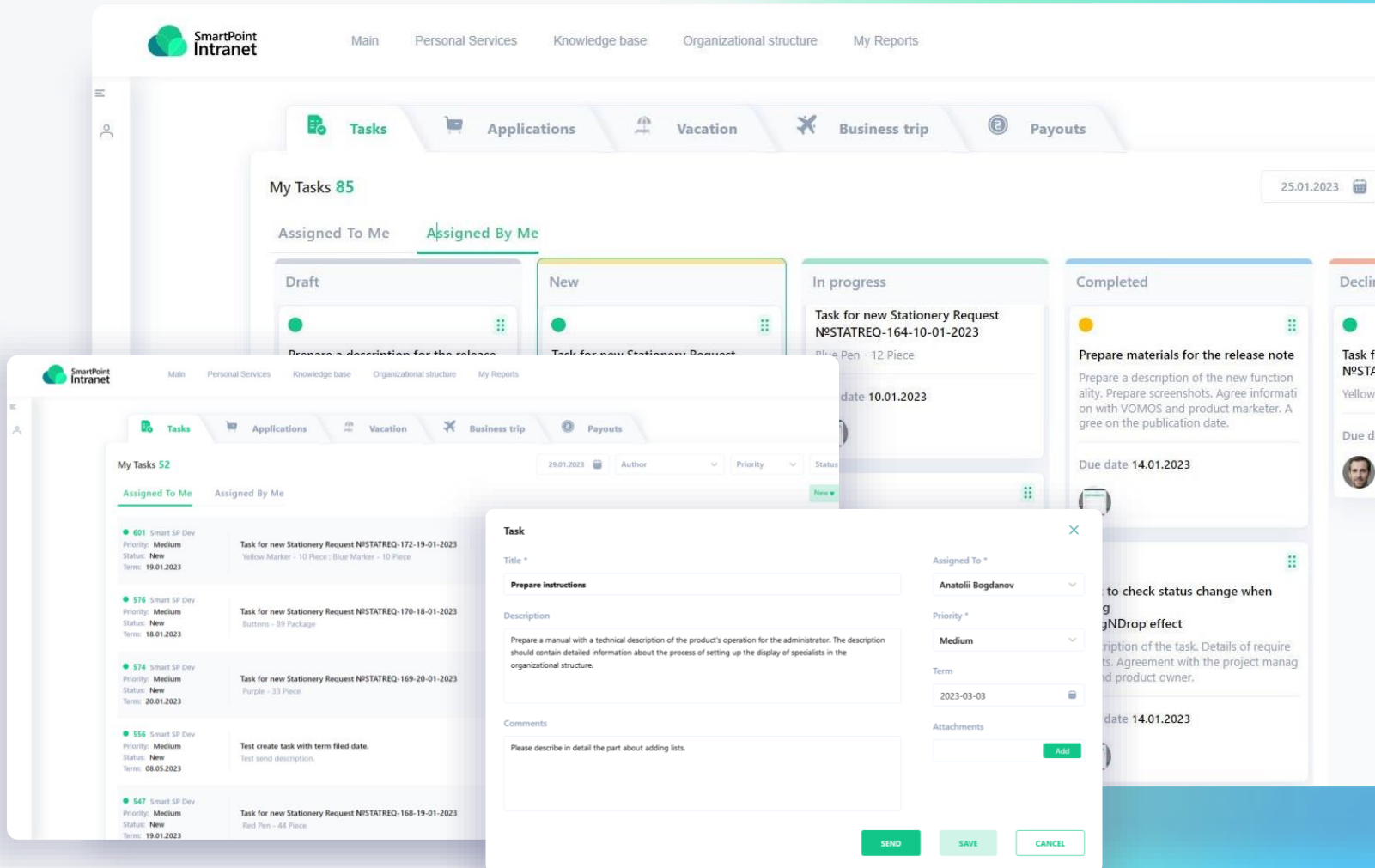


Personal Services: Task Management

On the **Task Management** page, the following is displayed:

- all operational tasks,
- statuses of tasks submitted by an employee,
- statuses of tasks assigned to an employee.

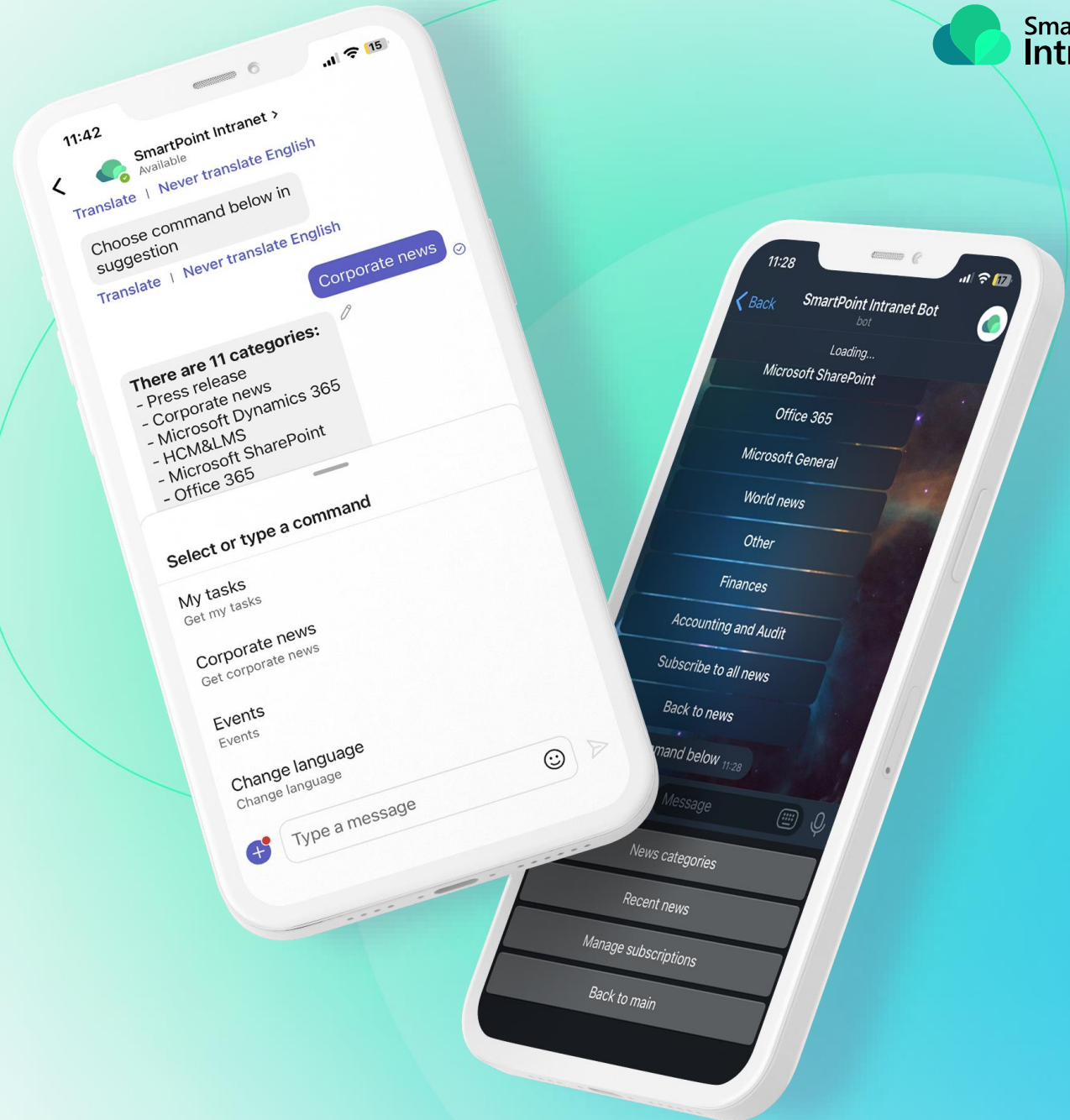
Users will be able to view tasks and progress as kanban cards or in a table view using the toggle widget in the corner of the area.



The screenshot displays the SmartPoint Intranet interface for Task Management. The main view shows a Kanban board with columns for 'Draft', 'New', 'In progress', and 'Completed'. A task card in the 'In progress' column is titled 'Task for new Stationery Request №STATREQ-164-10-01-2023'. A modal window is open in the foreground, showing the 'Task' details form. The form includes fields for 'Title', 'Assigned To' (Anatolii Bogdanov), 'Priority' (Medium), 'Term' (2023-03-03), and 'Description'. The description text reads: 'Prepare a manual with a technical description of the product's operation for the administrator. The description should contain detailed information about the process of setting up the display of specialists in the organizational structure.' There are 'SEND', 'SAVE', and 'CANCEL' buttons at the bottom of the modal.

Personal bot

- Receiving news and corporate events online (employees get a phone notification only about the information or category of events to which they subscribed).
- Prompt receipt of assigned tasks and the ability to track the timing of their implementation.
- Familiar and convenient interface.
- Authorization through Microsoft Azure AD.
- Access to the information.





Module

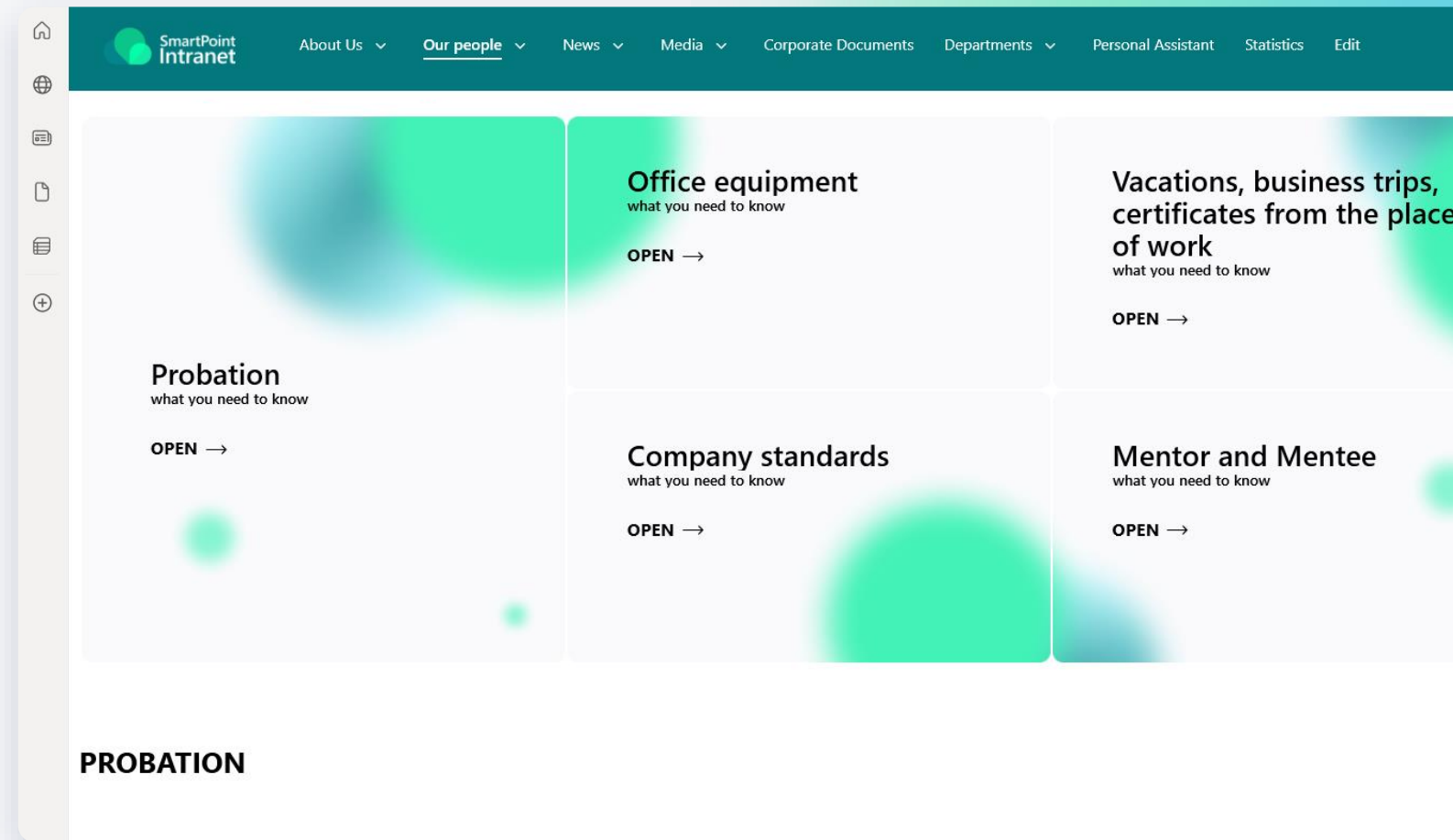
SmartPoint Intranet: CMS

Content Page Builder

This is an easy-to-use content page builder, thanks to which a user with administrator access:

- creates and fills any number of new sections with the most relevant content,
- posts the information required for employees during the adaptation period,
- provides quick access to any portal pages.

Pages are responsive for different designs and content.

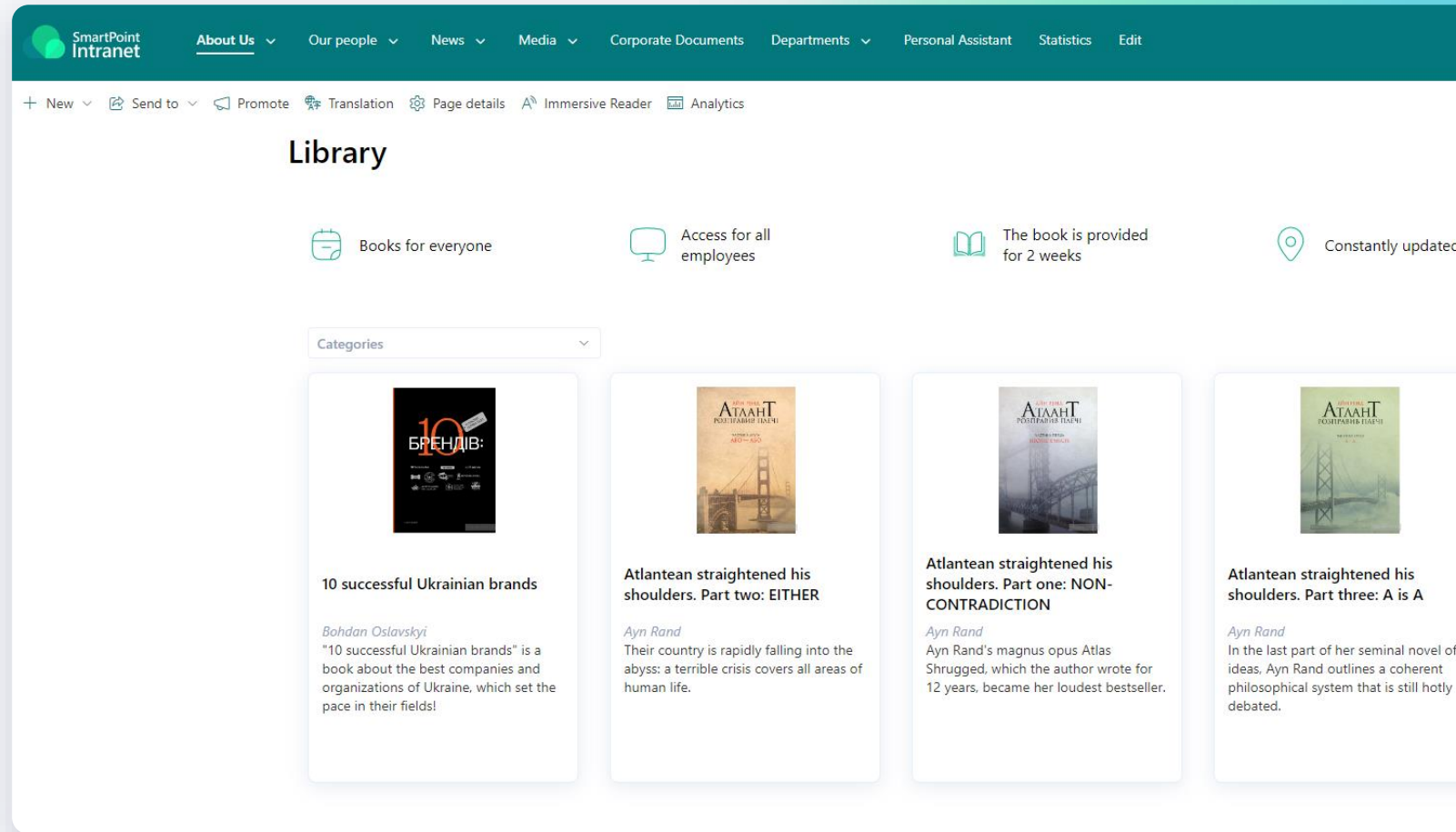


Corporate Library

Corporate library with books for individual development or leisure of employees.

Use this functionality:

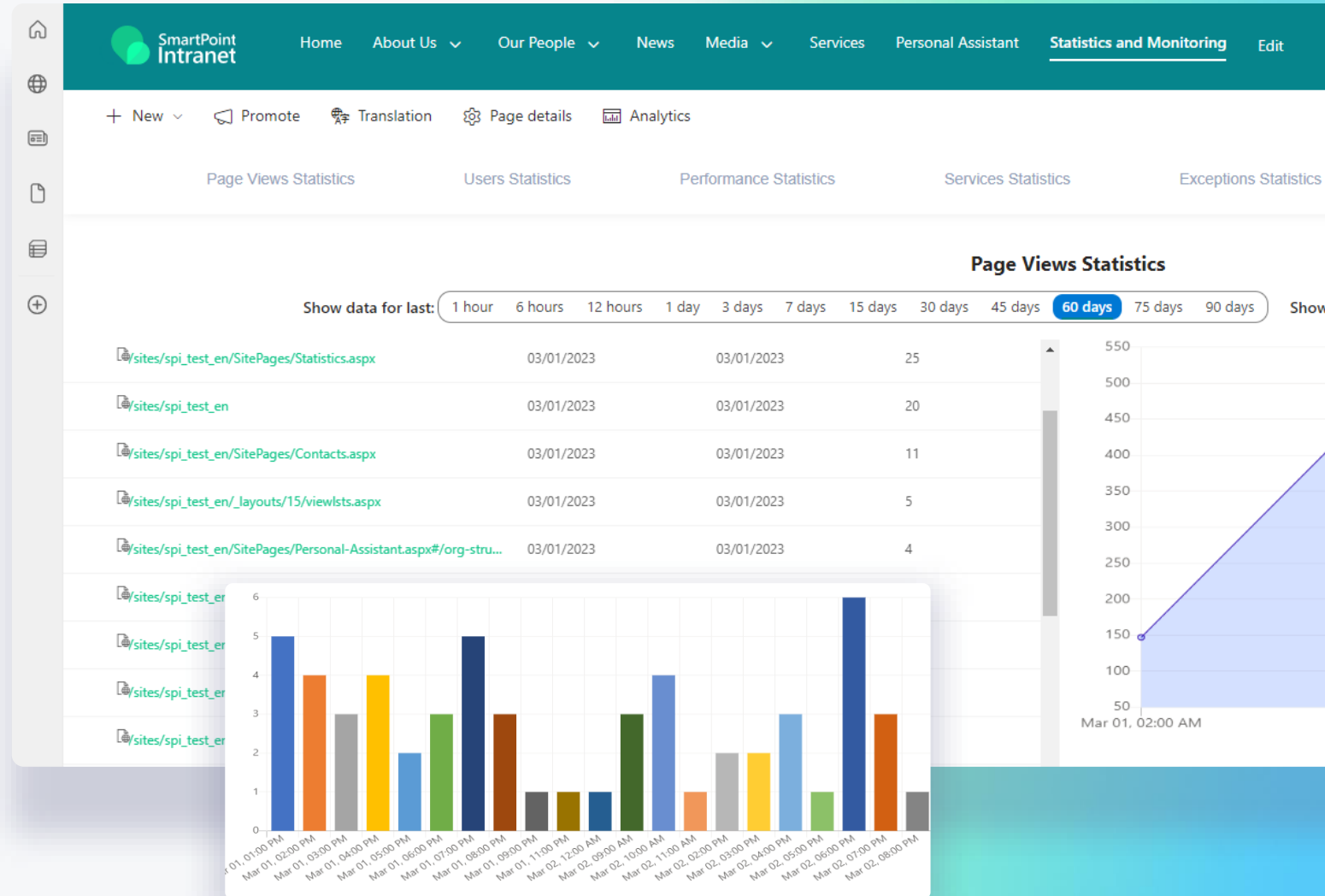
- to increase employee loyalty to the company,
- to create your own employee development center.



Analytics and statistics

Module metrics that help to quickly assess the behavioral characteristics of employees and the operation of the portal.

- page view statistics,
- page visit statistics,
- page performance statistics,
- statistics on the operation of services for integrating the portal with other services and systems,
- error statistics and sending data to the portal support service.





Module

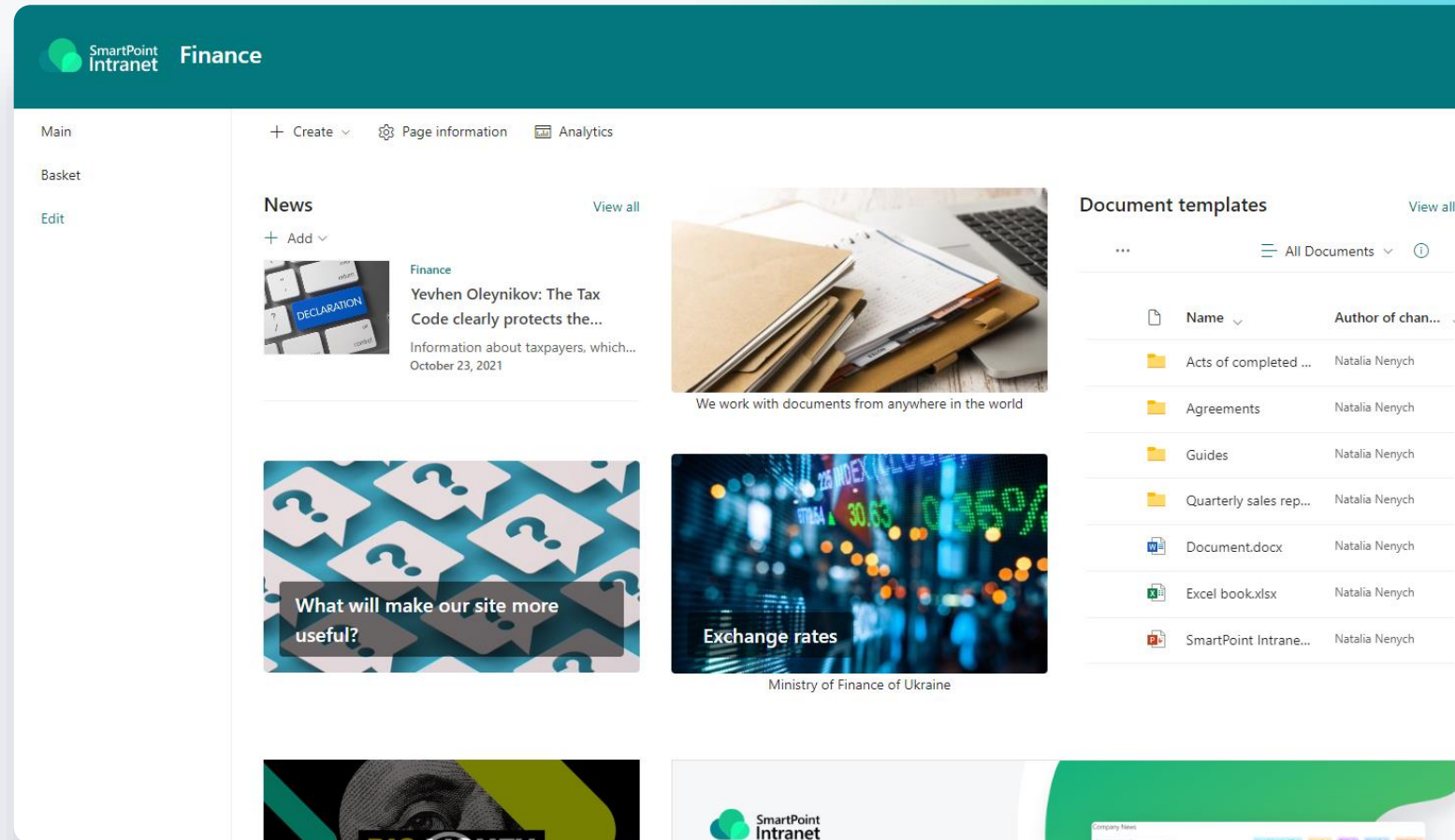
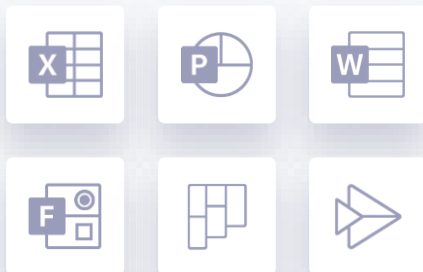
SmartPoint Intranet: Workspace

Personal work panes of departments

Permanent access to all documents, templates and guides of the department.

The module allows you to:

- promptly collaborate on files,
- track the history of document changes,
- manage documents from any device,
- provide secure access to documents to colleagues from other departments,
- apply different site structure templates depending on the needs of departments.

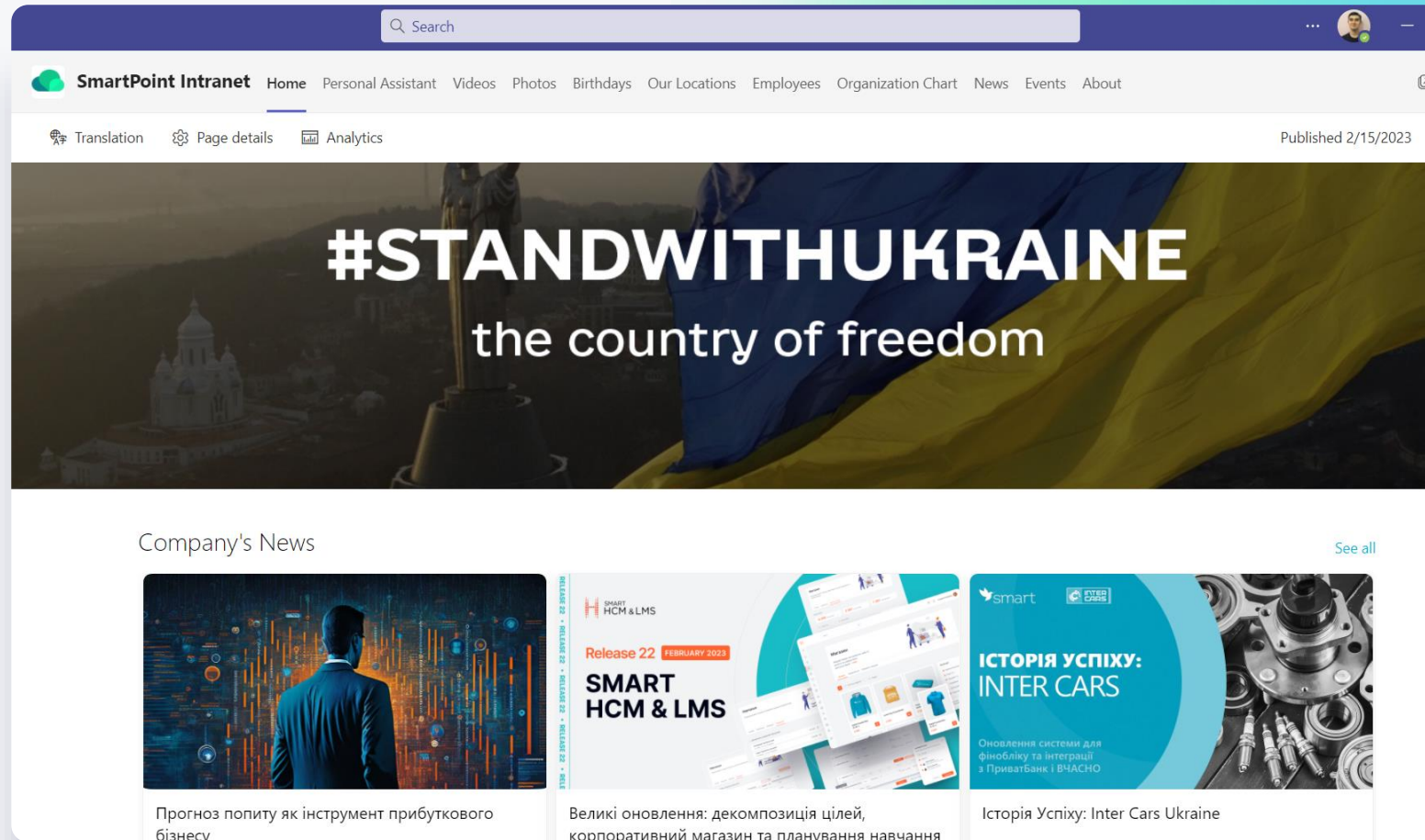


Microsoft Teams app

Once SmartPoint Intranet is installed, new and existing Microsoft Teams users get a new tab in the app pane for quick access to the Corporate Portal, meaning you're using the portal as part of the Microsoft Teams functionality.

Working with corporate data and services using Microsoft Teams helps you:

- save time searching for information,
- receive up-to-date data on the life of the company in real time,
- collaborate on documents.





Module

SmartPoint Intranet: Media Gallery

Video Gallery

Video Gallery in SmartPoint Intranet:

- uploading video files in various formats: mp4, .mov, .webm, .avi, .mkv, .3pg and others,
- convenient breakdown of video albums with the ability to add album covers,
- displaying the number of nested albums and video files,
- easy navigation due to the branched folder hierarchy,
- playing video files inside the corporate portal.

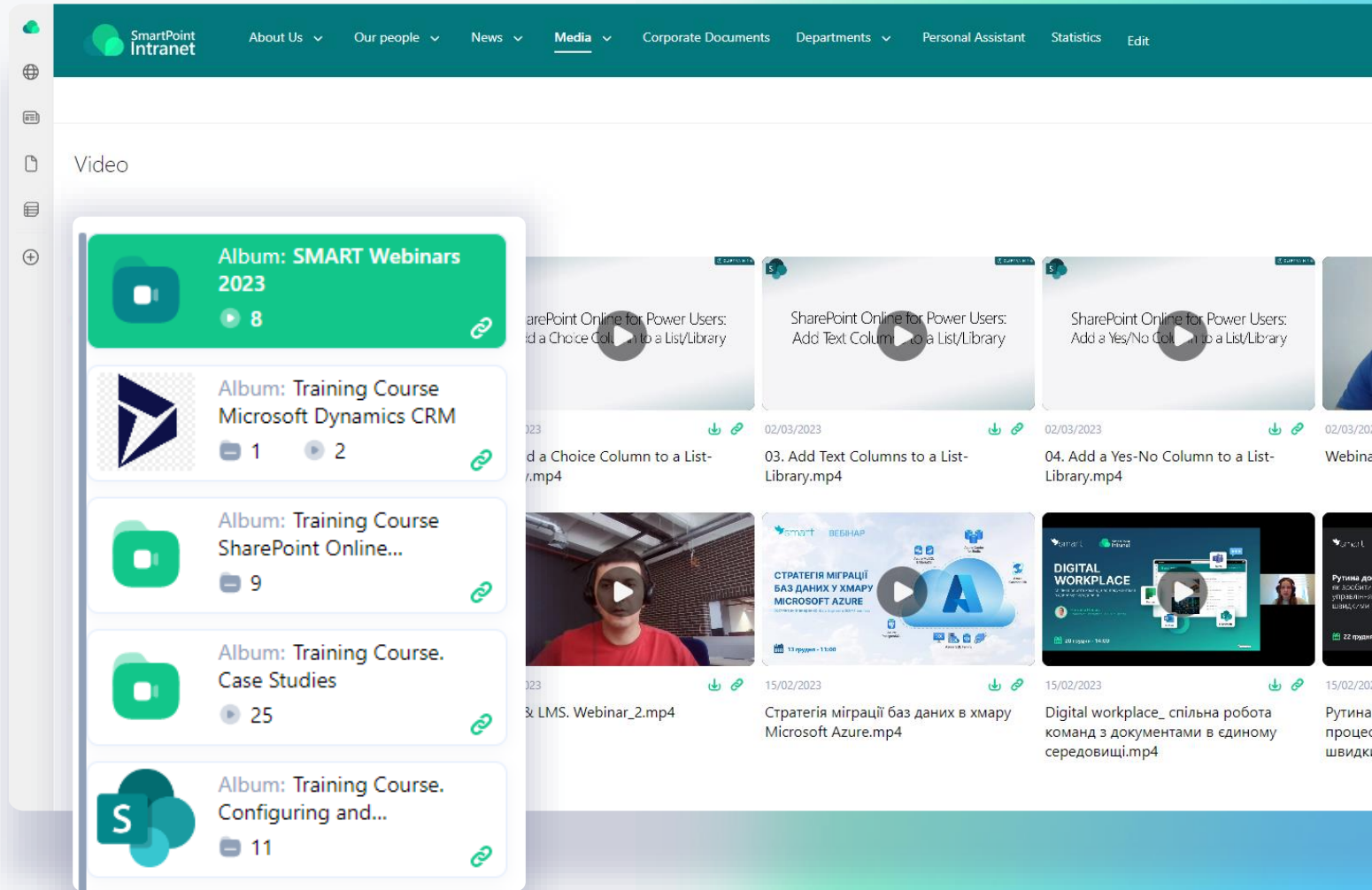
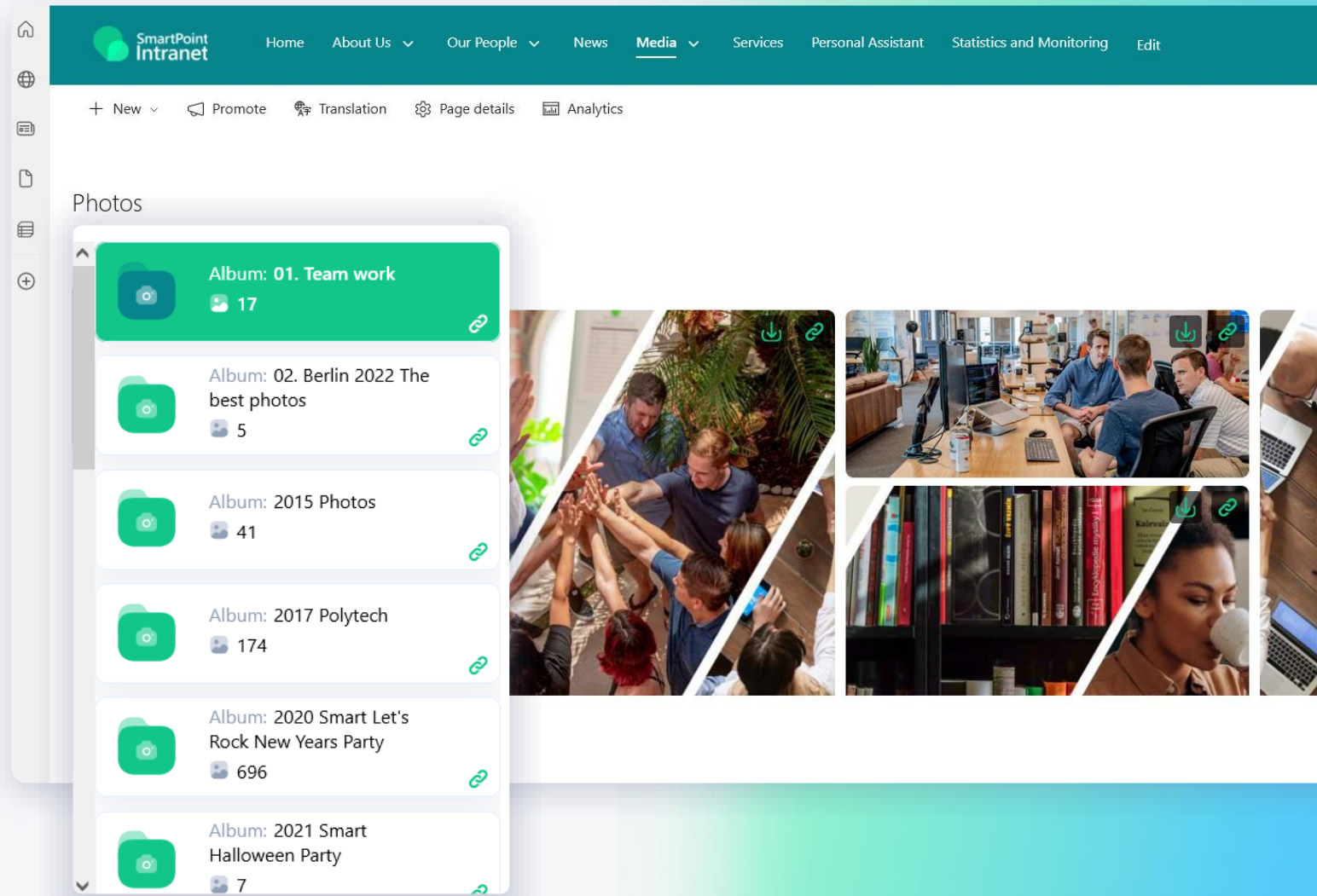


Photo Gallery

Photo Gallery in SmartPoint Intranet:

- environment for storing photo reports broken down into photo albums,
- the ability to add album covers,
- displaying the number of nested albums and images,
- uploading images in many formats: .gif, .jpeg, .jpg, .png, .tif and others,
- convenient navigation due to the branched hierarchy of folders.





Modules

SmartPoint Intranet: News

Corporate News

All important news and events of the company are on the main page of the portal.

In SmartPoint Intranet, you inform employees about important company events and current news, encourage them to participate in open conversations, and involve the team in changing corporate culture.

The screenshot displays the SmartPoint Intranet news feed interface. At the top, there is a search bar containing the text "HCM&LMS, Microsoft SharePoint, ..." and a dropdown menu. To the right of the search bar are several filter buttons: "HCM&LMS", "Microsoft SharePoint", "Office 365", "Other", "Press Release", and "World News".

The main content area features several news cards:

- Empower all communicators to inform and engage every audience**: A card with a colorful icon collage. The text reads: "Empower all communicators to inform and engage every audience. Keep your team up to date! And do it in a way that's easy for". It is dated 13.08.2021 and has tags for "Microsoft SharePoint" and "Microsoft".
- Windows 11: The operating system for hybrid work and learning**: A card with a blue background showing a Windows 11 desktop. The text reads: "Windows 11: The operating system for hybrid work and learning. If the past year has taught us anything, it's that organizations". It is dated 13.08.2021 and has tags for "Office 365" and "Other".
- Introducing a new era of hybrid personal computing: the...**: A card with a dark background showing multiple devices displaying content. It is dated 13.08.2021 and has tags for "Corporate ..." and "Press Release".
- What's New in Microsoft Teams?**: A card with a blue background showing a man working at a computer. The text reads: "What's New in Microsoft Teams? July 2021". Below the image, it says: "Immersive Reader for messages, inline translation, and personalized backgrounds f...". It is dated 13.08.2021 and has tags for "Microsoft" and "Office 365".
- Use apps in your meetings from Microsoft Teams mobile today**: A card with a dark blue background showing various app icons. It is dated 06.08.2021 and has tags for "Microsoft" and "World News".
- Top 10 hidden gems: Microsoft Lists**: A card with a light background showing a list of items. It is dated 06.08.2021.
- Staff & Life SMART Digest**: A card with a green background showing a person. It is dated 02.08.2021 and has tags for "Corporate News" and "Press Release".
- Reports after meetings, approval templates, and task creation via...**: A card with a light background showing a person. It is dated 27.07.2021.
- 2020 brings 18 Microsoft Gold Competencies out of 18 possible...**: A card with a dark background showing the number "18". It is dated 27.07.2021.

Corporate News: popularity score

Ability to view analytics for each news.

SmartPoint Intranet provides statistical indicators for analysis: the number of views and reach by periods and time intervals.

You will always have information about the involvement of employees in the corporate life of the company.

The screenshot shows a news article on the SmartPoint Intranet. The article title is "rePoint Is The Solution That Organization Expects Today". The article content includes an illustration of a person interacting with a large screen displaying various data and charts, surrounded by icons representing technology and business processes. The article text is partially visible, mentioning "Management" and "archive, SharePoint manages everything about your company. The fundamental capabilities include file creation, improved collaboration with other team members. It also strives to make sure that auditing and compliance parameters are".

Overlaid on the screenshot is a "Page Analytics" window. It displays the following data:

- Page views:** 1 No change since last month (3 views in the last 7 days).
- Page views:** 3 ▲ 50% since last month (34 views in the last 7 days).
- Average time spent per user:** 33s ▲ 200% since last month.
- Page traffic by time:** A heatmap showing unique viewers by day of the week and time of day. The x-axis ranges from 12 AM to 8 PM. The y-axis lists days from Sun to Sat. There are 1 unique viewer on Wednesday and Friday between 4 PM and 8 PM.



Modules

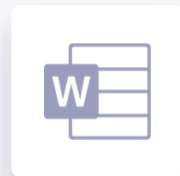
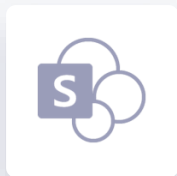
SmartPoint Ideas

SmartPoint Ideas

A single environment for managing employee initiatives:

- unified idea tracking database,
- monitoring the implementation of business processes and decision-making,
- monitoring the performance of tasks by employees responsible for the implementation of colleagues' initiatives,
- analytical reports on registration and ongoing implementation of initiatives,
- cost budget control.

Powered by:



The screenshot displays the SmartPoint Intranet Ideas interface. At the top, there's a navigation bar with 'Home', 'Current' (14), and 'Archival' (10). Below this, there's a search bar and a 'New' button. The main content area shows a table of ideas with columns for 'NI', 'Status', 'Short name idea', 'Classifier', 'Enterprise', 'Economy effect', 'Implementation', 'Approval', 'Innings', and 'Com'. A modal window is open over the table, showing the profile of Alexander Artemyev, a Financial analyst. The profile includes his contact information: Enterprise: SMART business Ukraine, Phone: +380 93 123 45 67, and Email: oleksan_artemiev@smart-it.com. There is also a toggle for 'Are there co-authors?' and a list of co-authors: Andriy Kuzma (Adviser to the financial analyst), Fedorenko Yanina Leonidovna (Chief Accountant), and Khitruk Pavlo Oleksiiovich (Adviser to the financial analyst).

02

SmartPoint Intranet

● **Portal
integrations**

Portal integrations

HR ecosystem

SmartPoint Intranet modules

HR

Personal Assistant

Monitoring

Workspace

CMS

Ideas

News

Media Library

Bot

Powered by:

Microsoft SharePoint
Microsoft Power Platform
Microsoft 365

SMART Payroll modules

Persons and Employees

Labor Contracts

Positions

Absence Orders

Payroll

Powered by:

Microsoft Dynamics 365 BC
Microsoft Dynamics 365 FO

SmartPoint DMS modules

Correspondence

Agreements

Tenders

Requests

Powered by:

Microsoft 365
Microsoft SharePoint Online
Microsoft Power Platform
Microsoft Azure

SMART HCM & LMS modules

Recruiting

Onboarding, training

Gamification, chat bot

Skills and competencies
development

Powered by:

Microsoft Dynamics 365 CE
Microsoft Power Platform
Microsoft Power BI
Microsoft Azure
Microsoft 365
Microsoft Teams



Integration with SMART HCM & LMS

Integration with the HR system for integrated human capital management SMART HCM & LMS will allow you to receive data on recruiting, onboarding, training, goals or employee assessment results in a single window.

The image displays the SmartPoint Intranet interface. The desktop view shows a 'Goals' page with a navigation bar at the top containing 'Головна', 'Персональні сервіси', 'База знань', and 'Мої звіти'. The main content area is titled 'Goals' and includes a 'Status' dropdown menu set to 'Execution'. Below this, there are tabs for 'Personal goals' and 'Team goals'. A date range selector shows '01.01.22 - 31.12.22' and a 'Month' dropdown set to 'October'. A 'My tasks' section is visible, listing various training modules with progress bars and completion dates.

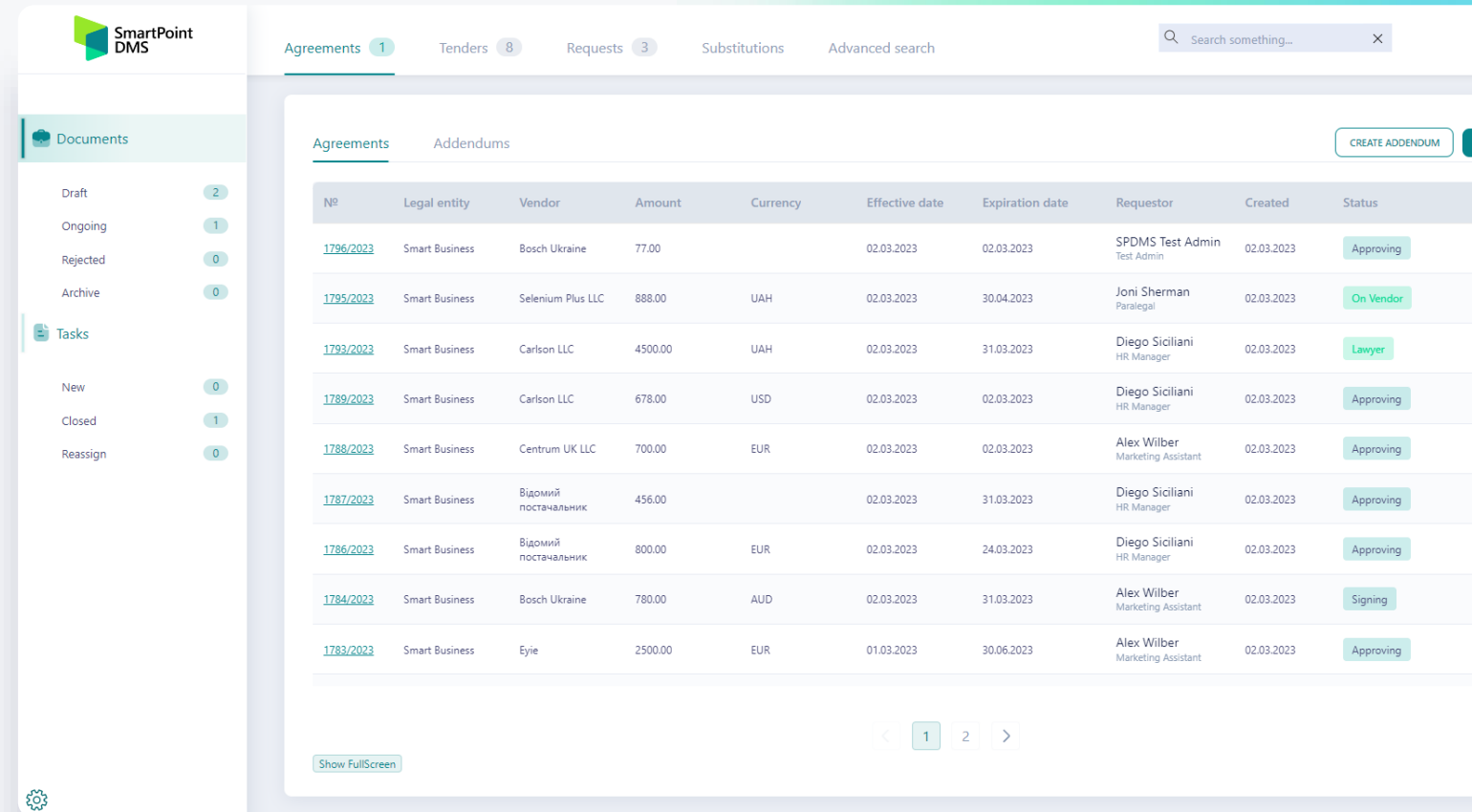
Task Name	Module	Progress	Remaining Attempts	Due Date
Microsoft Power Automate Flow Foundations A-Z	Module: Advanced flow with API calls	80%	1	12.03.2019
Learn PowerApps & Be A Pro At PowerApps	Module: PowerApps	50%	1	15.03.2019
Microsoft Dynamics 365 & PowerApps Developer	Module: Visual Studio Community	95%	1	EXPIRED
Master MS Dynamics 365 Business Rules	Module: Manage Workflows, Dialogs, and Custom Actions	75%	1	15.03.2019

The mobile app view shows the 'smart' logo and a user profile for 'Pavlo Peilivanov'. The 'Achievements' section includes a message: 'Павло, complete tasks and get rewards. More rewards – more points. Go to the badge page to read the conditions for obtaining it. The number of your badges – 1'. Below this, there are four achievement badges: 'WOB', 'Muscle Machine', 'Evangelist', and 'Top Score'. A 'Show achieved' toggle is also present.

Integration with SmartPoint DMS

Integration with SmartPoint DMS opens up the following opportunities:

- a single space for working with the tasks related to approving documents,
- work with three systems – SmartPoint Intranet, SmartPoint DMS and SMART HCM & LMS – from a single Teams app,
- using a single query engine that scales with Power Platform tools,
- merging reports from the DMS system with other reports added to the Personal Account.



The screenshot displays the SmartPoint DMS interface. On the left, there is a navigation menu with 'Documents' and 'Tasks' sections. The 'Documents' section includes 'Draft' (2), 'Ongoing' (1), 'Rejected' (0), and 'Archive' (0). The 'Tasks' section includes 'New' (0), 'Closed' (1), and 'Reassign' (0). The main area shows a list of 'Agreements' with columns for '№', 'Legal entity', 'Vendor', 'Amount', 'Currency', 'Effective date', 'Expiration date', 'Requestor', 'Created', and 'Status'. The table contains 10 rows of data. At the bottom, there are navigation controls for the table, including a 'Show FullScreen' button.

№	Legal entity	Vendor	Amount	Currency	Effective date	Expiration date	Requestor	Created	Status
1796/2023	Smart Business	Bosch Ukraine	77.00		02.03.2023	02.03.2023	SPDMS Test Admin Test Admin	02.03.2023	Approving
1795/2023	Smart Business	Selenium Plus LLC	888.00	UAH	02.03.2023	30.04.2023	Joni Sherman Paralegal	02.03.2023	On Vendor
1793/2023	Smart Business	Carlson LLC	4500.00	UAH	02.03.2023	31.03.2023	Diego Siciliani HR Manager	02.03.2023	Lawyer
1789/2023	Smart Business	Carlson LLC	678.00	USD	02.03.2023	02.03.2023	Diego Siciliani HR Manager	02.03.2023	Approving
1788/2023	Smart Business	Centrum UK LLC	700.00	EUR	02.03.2023	02.03.2023	Alex Wilber Marketing Assistant	02.03.2023	Approving
1787/2023	Smart Business	Відомий постачальник	456.00		02.03.2023	31.03.2023	Diego Siciliani HR Manager	02.03.2023	Approving
1786/2023	Smart Business	Відомий постачальник	800.00	EUR	02.03.2023	24.03.2023	Diego Siciliani HR Manager	02.03.2023	Approving
1784/2023	Smart Business	Bosch Ukraine	780.00	AUD	02.03.2023	31.03.2023	Alex Wilber Marketing Assistant	02.03.2023	Signing
1783/2023	Smart Business	Eyie	2500.00	EUR	01.03.2023	30.06.2023	Alex Wilber Marketing Assistant	02.03.2023	Approving

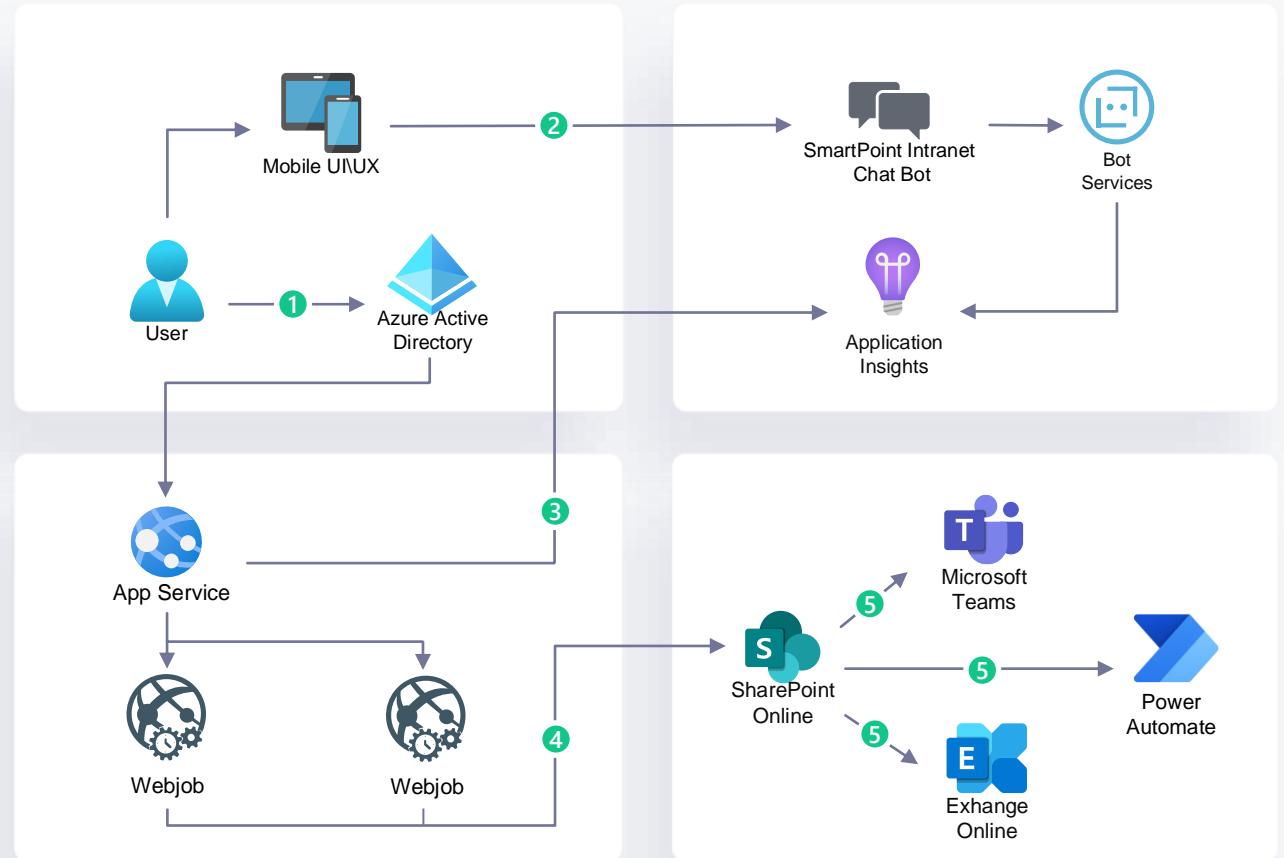
03

SmartPoint Intranet

● **Solution
architecture**

Architecture of deploying solution in Microsoft Azure infrastructure

- 1 User authorization using Microsoft Azure Active Directory.
- 2 User self-service through the Bot Framework.
- 3 Collection of connection, session, and user activity data by Application Insights.
- 4 Synchronizing user profile data with Microsoft Azure in SmartPoint Intranet using webjobs.
- 5 SmartPoint Intranet integration with Microsoft 365 services.



04

SmartPoint Intranet

● Benefits

Solution benefits

- A single solution for employee collaboration.
- Automation capabilities of the Microsoft ecosystem.
- Publication in the AppSource catalogs of business applications (Microsoft).
- Security and fault tolerance.
- Flexible customization options.
- Ready universal API for integration.
- Regular updates and product roadmap.
- Participation in solution implementation projects of Microsoft-certified employees.



Cloud benefits

- The ability to scale the solution without additional costs for hardware infrastructure.
- No additional hardware setup costs when hosting a solution or installing updates.
- Continuous updates to the SharePoint Online platform by Microsoft, including security updates.
- Advanced portal use analytics.
- Adaptation of the visual elements of the portal for mobile devices.



Security

- Continuous updating of security policies at the Microsoft 365 platform level.
- Flexible tools for setting up roles and access levels.
- Lack of influence of the human factor on the infrastructure.
- Lack of storage of personal, confidential and sensitive data on cloud resources (such data is displayed upon request to the client's internal systems).
- The ability to configure multi-factor user authentication.
- Compliance of the security management system with the international standards ISO/IEC 27001:2013.



Multiple languages



The portal is localized in different languages, according to the user's request.

With the opportunity to choose the appropriate language for displaying the portal, employees are more involved in corporate life.

The administrator and key users of the portal can independently upload and submit content in different languages.

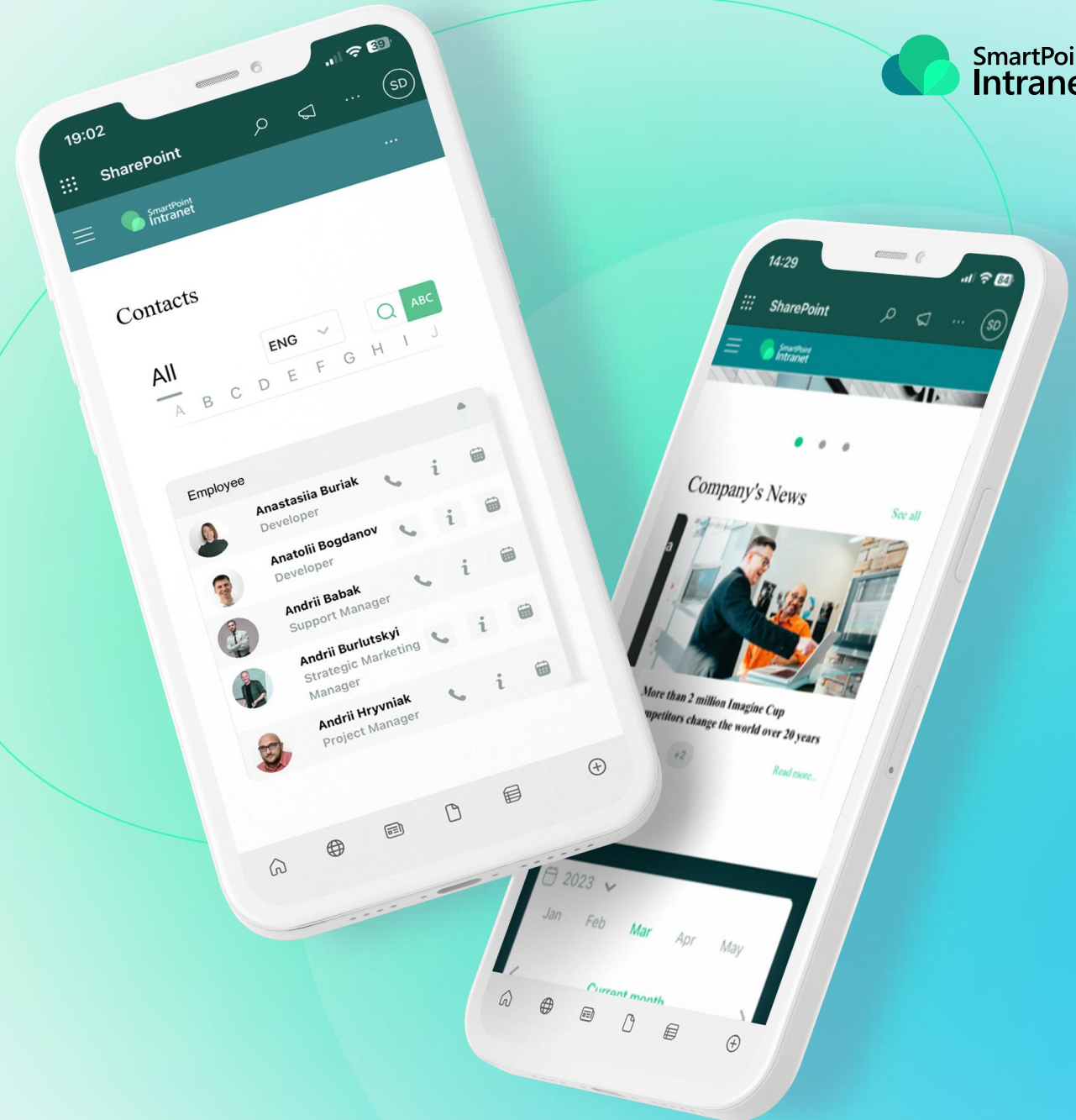
Benefits

Mobile version

An employee can track information and participate in corporate life from any device 24/7.

The solution is fully adapted to popular devices for the most convenient use.

SmartPoint Intranet is available in the **Microsoft SharePoint** and **Microsoft Teams** mobile apps.



THANK YOU FOR ATTENTION!

If you have any questions or need a personal consultation, please contact us at sales@smart-it.com



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