

XXX INTERNATIONAL SCHOOL IMPLEMENTS EMPLOYEE PORTAL

A leading International School in Hong Kong needed Employee Portal for better Collaboration and Document Management. To achieve this, they deployed SharePoint based Portal configured and customised by CCS Technologies

SITUATION

The school has various documents including reference materials that have to be accessed by persons with appropriate rights. Required document had to be searched based on different parameters. The reference material or articles sent directly from specified authors had to be automatically stored in the document library. Also person with appropriate authority could directly upload document to Portal through a virtual drive.

SOLUTION

CCS configured document centre, for various audience in Microsoft SharePoint that served as a Document hub for School Administration. The Library consisted of policies, procedures, meeting agendas and minutes. This was configured for different user groups, with varying access rights to the documents. CCS has developed a customised solution to route the documents sent through email from specified authors to respective document folders. Also WEBDEV technology was used to provide direct document upload to SharePoint through virtual drive.

BENEFITS

By implementing the portal solution, organizing and uploading of documents was made faster and secured. SharePoint Advance search has helped to find necessary documents in no time. Portal has proved to be the information hub and a collaboration tool for the school.

FOR MORE INFORMATION

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