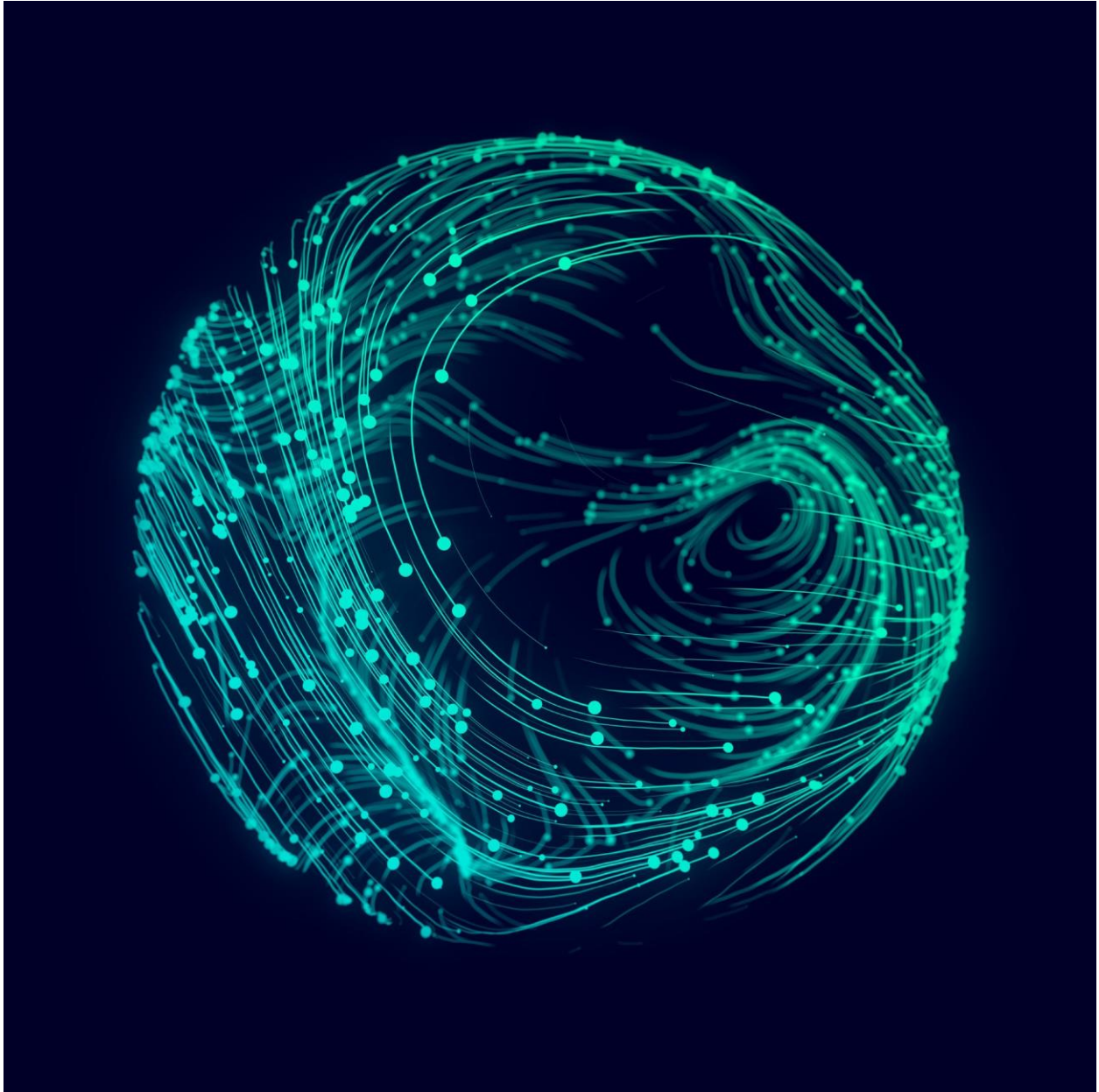
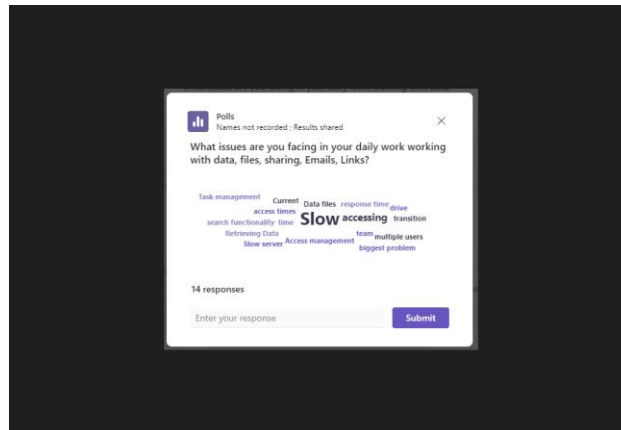




Real People Using Real Tools at SFS:
Document Management on SharePoint

Part 1: Recap





Benefits of SharePoint

1. Fast
2. File history and recovery
3. Simultaneously working together
4. Easy and limited access sharing
5. Access data also without Internet connection (Link SharePoint with OneDrive) – Set up favourites
6. Encryption C2
7. SharePoint is Customizable
8. SharePoint is Reliable

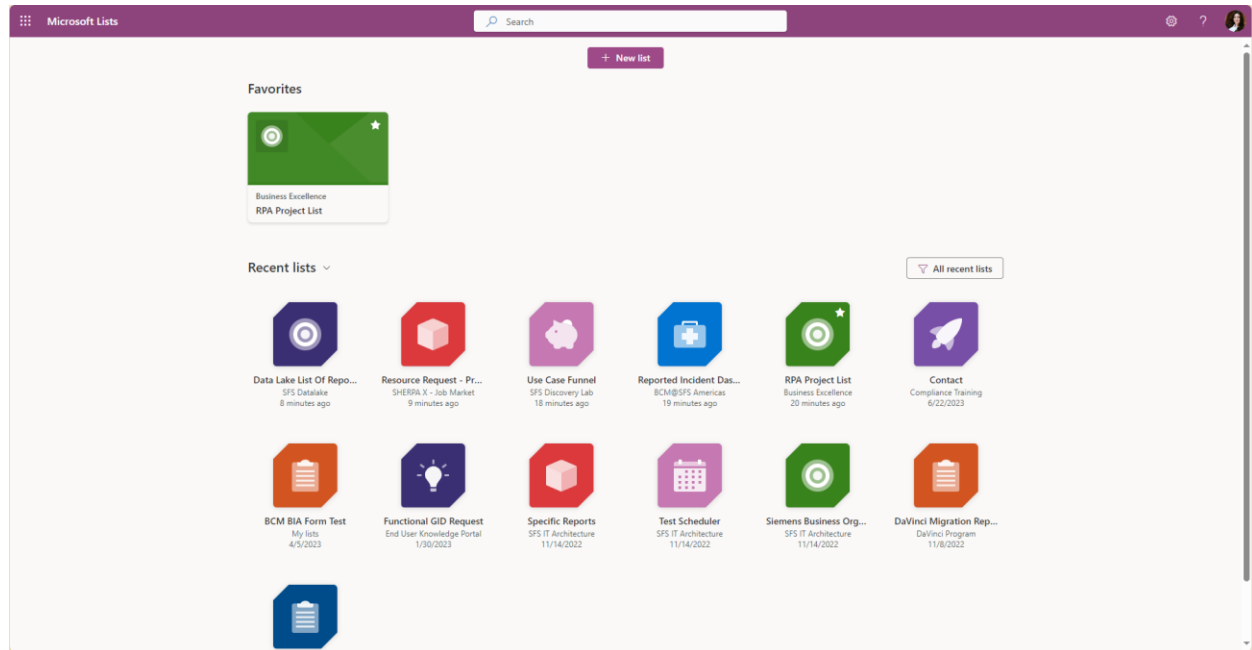
Part 2: What's New in Document Management from our resident SharePoint Expert @ SFS UseIT





UseIT at SFS

Document Management in MS Lists



[Lists \(sharepoint.com\)](https://sharepoint.com)

💡 Use cases:

- Project management
- Event planning
- Onboarding of new joiners
- Audits
- Performance reviews
- Inventory management

Examples

Reports List

[Data Lake List Of Reports - Lists \(sharepoint.com\)](#)

[*SHERPA open job postings*](#)

[*Microsoft List: Open Positions*](#)

Part 3: Q&A

More Materials



[***SharePoint Online at Siemens***](#)

[*Learning materials*](#)

[*Masterclasses*](#)

[***FAQ***](#)

Your journey begins here [≥](#)



[Where to Store What? \(from UseIT at SFS\)](#)

Communication Site: [Check out the Business Excellence SharePoint Site to See What's Possible](#)