

Working Flexibly in the Cloud

Digital Toolkit

**WORK
DIFFERENTLY**
with **VONEX**

On top of increased productivity, working from home boosts retention by 50%

Procter & Gamble

As the modern workplace evolves and flexible working conditions become the norm, many organisations can begin to access new pools of talent with fewer location constraints, adopt innovative processes to boost productivity, create even stronger culture and significantly reduce real-estate costs. In order to leverage these advantages, teams should embrace remote workspaces for high-focus work, and promote collaborative spaces for in person communication in the office. Thanks to the latest innovations in software development and communications technology, companies have the flexibility of allowing staff to work effectively and productively from anywhere.

So how will your staff stay connected and engaged in the contemporary work environment? Here are some simple tips and resources to keep your team on task and on-call, in and out of the office.

Setting the Scene

Spreading things out

The work environment that a business creates for its employees is crucial to establishing a culture of productivity, especially with staff collaborating in-office and remotely. The open plan office layout has evolved to allow for a flow of traffic and natural collision. Online collaboration tools such as virtual whiteboards and always-on videoconferencing compliment this shift and account for the increased need to make calls internally and externally, where remote employees can participate effectively. The goal for every employer in the future is to break down the barriers between those at home and those in-house.



20 years ago, 90% of office space would have been a row of desks...

today, collaborative areas make up at least 50% of the office space.

Royal Institute of British Architects

Joining the Cloud

Set up for the long run

By connecting to the cloud, your business benefits from greater reliability compared to in-house infrastructure. The cloud allows your business to scale with ease, improving mobility and cost efficiency, all while supporting environmental productivity powered by virtual resources.



\$20
per user

Microsoft Teams **connect**

Is your phone system keeping up to pace with the latest technology? By integrating your phone service with Microsoft Teams, enjoy the ability to make and receive internal and external calls from any device.

Teams Connect integrates your business landline numbers with Microsoft Teams, so every device you work with becomes your landline. Our highly resilient ONsip voice platform makes this possible, by bringing your voice and data networks together through data centres or voice hubs across Australia. Teams Connect reliably routes your calls using the best possible path to deliver the best call quality. This way, you can lower your costs, increase your business continuity, and make deployment and scaling quick and simple.





6 months free Conference Room

ONdesk is Vonex's signature cloud-based phone service for smart businesses keen to stay 'always on' – connecting, communicating and thriving in business – wherever you go, or however you grow.

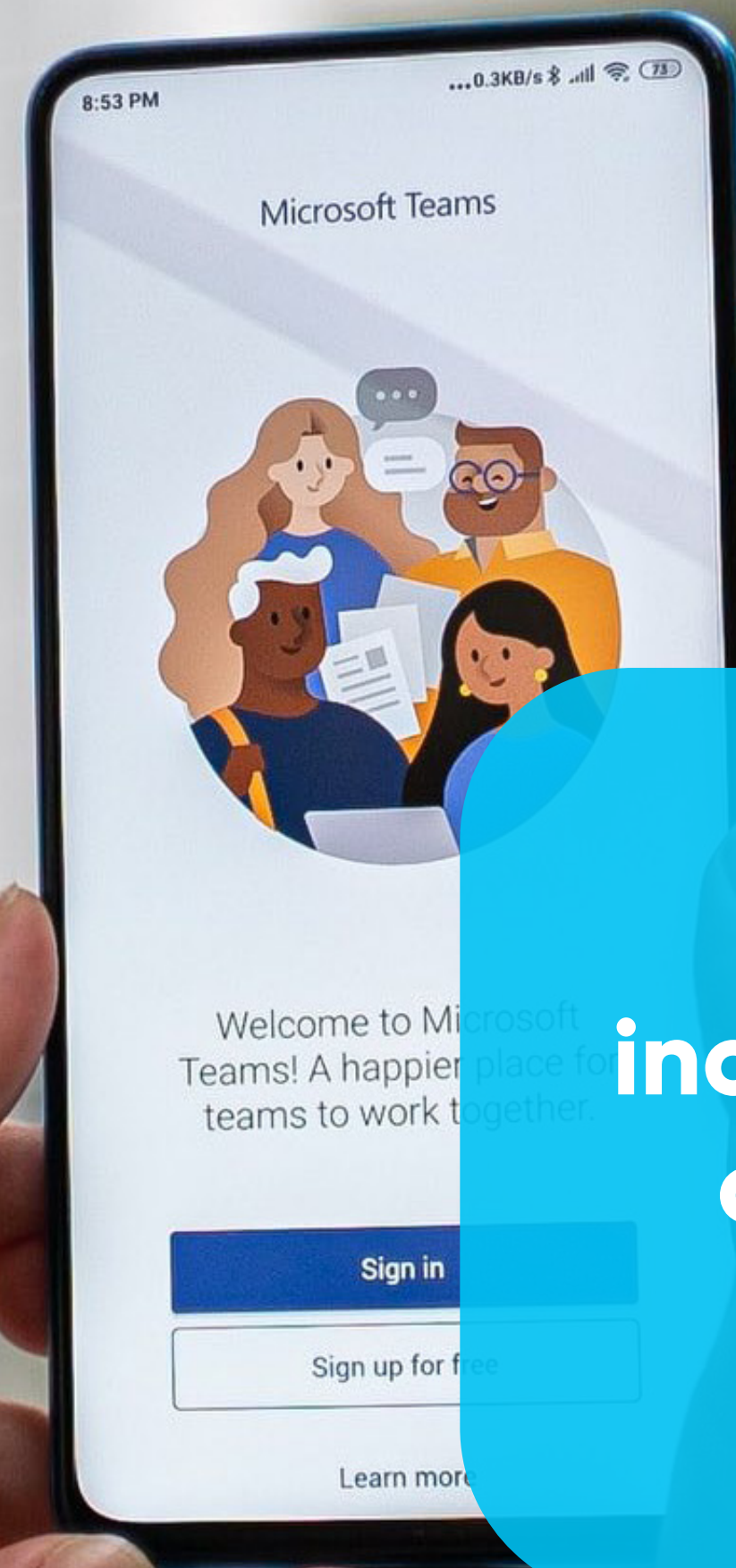
Using ONdesk is as simple as activating a license, plugging in your phones and making a call. You have the freedom to choose to own your phone outright or mix and match any of our Quality Assured phone plans, including conferencing and cordless options, to get a result second to none.

As one of the most secure and reliable programs in Australia, ONdesk will ensure you'll always be on in business.

plans from
\$10
per month



**To manage the shift
towards embracing
a virtual workforce...**



**77% of CEOs will
increase use of digital
communication and
collaboration tools.**

KPMG

Keeping the Team Connected

Hardware & virtual tools to stay always-on



TEAM MANAGEMENT TIP 01

**Incentivise teams,
not individuals**

More team-based rewards encourage groups to work towards a common goal, rather than corporate incentives that promote individualism.

Vonex Phone App

6 months free for existing customers

The ability to take your desk phone wherever you go allows your business to maintain its communications, both in and out of the office. With the Vonex app, it's easy to work remotely on your computer, laptop, mobile or tablet device. When making and receiving calls from the app, it will appear as though you are at your office using your extension as you would at your desk.

The Vonex app provides the same features as your traditional desk phone, but with the flexibility of using your mobile. With the Traveller plan and an internet connection, the cutover on the Vonex app is seamless, giving you freedom to take your business anywhere in the world.

Set yourself up instantly

and earn 2,000 Bonus Qantas Points, plus 1 Point per \$1 spent

\$20
per month

Total Minimum cost \$900
per extension over 36
month contract



- 1 Register your licence
- 2 Download the app
- 3 Login to your account



The apps we use to keep work collaborative and flexible

Microsoft Teams

Teams is a powerful collaboration tool for both in-office and virtual workforces. Groups can securely connect, access, share, and coauthor files in real time, going from chat to video call with the touch of a button. With Vonex's phone system integration, you can also make external calls using your office extension.

microsoft.com/en-au/microsoft-teams



Canva

Canva is a graphic design platform that allows users to create social media graphics, presentations, posters, and other visual content. Even if you have little to no graphic design skills, this platform will get your brand looking great.

canva.com



Salesforce

Investing in a Customer Relationship Management system should be a priority for all businesses to keep track of their sales pipeline and customer journey. Your database is only as valuable as what you do with it.

salesforce.com



Office 365

Conveniently store and access your team's files in the cloud, along with your email and calendar anywhere. Office 365 gives you peace of mind in knowing that your documents are safely secured and easily accessible to the verified members of your team.

office365.com



Grammarly

Grammarly is a robust spell-check tool that keeps your writing mistake-free. So rather than solely relying on your colleague to get back to you with their proofreading comments, Grammarly can step in and help out.

grammarly.com



Xero

With basic bookkeeping right through to efficient online invoicing, live bank feeds, and detailed financial reporting, it's no wonder Xero is one of the largest cloud-based accounting platforms in the world.

xero.com



Monday

A great project management tool to keep your team on task and projects on track. Super visual and easy to customise, it's a dream management tool to see project pipelines come to life.

monday.com



4G Wireless Broadband

Earn 1 Qantas Point for every \$1 you spend on 36 month 500GB plans

If you're struggling with an ADSL or NBN internet connection, suffer slow speeds or service drop-outs, our 4G wireless broadband is the perfect stand-alone solution you need to keep you working effectively at home.

Plug & play

Our 4G wireless broadband is ready to use out of the box. Plug into power and away you go. No phone line or technician required. The modem will come with a Wi-Fi network name and password to share your connection with devices all over your house.

Usage alerts

You can check usage of your 4G wireless broadband, but we'll send you usage alerts once you've reached approximately 50%, 85% and 100% of your individual or pooled data inclusions.

plans from
\$50
per month

TEAM MANAGEMENT TIP 02

Embrace flexible contracts

According to Microsoft, Teams chats outside of the typical workday have increased by up to 23% and weekend work has increased by over 200%. Many employees favour these flexible work hours over other factors, such as pay or location.

TEAM MANAGEMENT TIP 03

Stay active at home

Reassure remote employees to ease the stress of cabin fever. A quick call can go a long way. Encourage walks and take calls away from your screens where possible.

Out of Office?
Hardware Solutions
for remote working

A conference phone can save time and money – and be kinder on the environment, allowing your team to meet easily and spontaneously with clients, consultants or remote workers. After a meeting via a conference phone, everyone can return to work straight away. Forget travelling, taxis, and other irritating hold-ups and costs. Consequently, conference calls and online meetings also deliver more leisure time and better quality of life for staff.



Yealink CP700

-  Intelligent connectivity
-  High quality sound
-  Portable design
-  Good for 1-2 people

Plantronics Headset

-  Up to 7 hours talk time
-  Noise cancelling mic
-  Hands-free up to 100m
-  Lightweight design



In addition to job satisfaction and work-life balance...

home-based employees may save \$2,000 to \$7,000 per year.

Forbes

Get in touch

With channel partners across Australia we have a local presence to keep your business connected.

Call **1800 828 668** or visit **vonex.com.au/contact** to find your local partner

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