

Comprehensive Guide to Microsoft Viva Suite

Duration: 2 Days

Content:

Module No. 1: Design digital employee experiences

Lessons:

- What is an employee Experience platform?
- What is an Employee Experience Platform Specialist?
- Rules for security and governance
- How does Viva improve employee experience?
- Microsoft Viva licensing breakdown

Module No. 2: Introduction to the Microsoft Viva suite

Lessons:

- Introduction to Microsoft Viva
- Get actionable insights to foster well-being and productivity.
- Get started with Microsoft Viva
- Use Viva to align people's work to team and organization goals.

Module No. 3: Introduction to Viva Connections

Lessons:

- Introduction
- Stay engaged with Viva Connections
- What technical requirements must be met to deploy Viva Connections?

Module No. 4: Plan for Viva Connections

Lessons:

- Introduction
- Build your team and meet requirements
- Analyze tasks and scenarios for Viva Connections
- Plan for Viva Connections Dashboard, Feed and Resources
- Plan to announce, launch, and scale adoption

Module No. 5: Viva Learning

Lessons:

- Introduction
- Plan for Viva Learning
- Viva Learning hub
- What can you do with Viva Learning?
- How will you get Viva Learning up and running?
- How will you monitor satisfaction?

Module No. 6: Viva Insights

Lessons:

- Introduction
- What are the steps for launching Viva Insights?
- What can you do with deep insights?
- What are the first steps for configuring Insights?

Module No. 7: Introduction to Viva Glint

Lessons:

- What is Viva Glint and what makes us different?
- What are the key benefits of using Viva Glint?
- How can users across the organization benefit from using Viva Glint?

Module No. 8: Introduction to Viva Pulse

Lessons:

- What is Viva Pulse ?
- What are the key benefits of using Viva Pulse?
- How to use Viva Pulse?

Module No. 9: Introduction to Viva Engage

Lessons:

- What is Viva Engage?
- What are the key benefits of using Viva Engage?
- How can users across the organization benefit from using Viva Engage?

Module No. 10: Introduction to Viva Amplify

Lessons:

- What is Viva Amplify?
- What are the benefits of Viva Amplify?
- Usage of Viva Amplify?

Module No. 11: Introduction to Viva Goals

Lessons:

- What is Viva Goals?
- Benefits and usage scenario of Viva Goals?
- Org creation in Viva Goals.

Module No. 12: Copilot in Viva

Lessons:

- Introduction to Copilot in Viva.

- Using copilot in Viva products?