

Microsoft Viva: Connections, Learning & Insights

Learn to design, plan and deploy Microsoft Viva modules to connect, engage and generate insights across an organisation.

2 Days

DURATION

12

MODULES

44

TOPICS

COURSE OVERVIEW

This course covers the design of digital employee experiences and an introduction to the Microsoft Viva suite, including licensing and governance considerations. It then examines individual Viva modules in turn, starting with planning and deploying Viva Connections, followed by Viva Learning and Viva Insights setup and monitoring. It continues with introductions to Viva Glint, Viva Pulse, Viva Engage, Viva Amplify and Viva Goals, covering their benefits and usage scenarios, and concludes with an introduction to Copilot in Viva products.

WHO THIS COURSE IS FOR

Employee Experience Specialists

IT Administrators

Microsoft 365 Administrators

HR Professionals

Collaboration Platform Managers

LEARNING OBJECTIVES

- Explain what an employee experience platform is and does
- Describe security and governance rules for Viva deployments
- Identify licensing options within the Microsoft Viva suite
- Plan the deployment of Viva Connections dashboard, feed and resources
- Configure Viva Learning and monitor user satisfaction
- Configure the initial setup of Viva Insights
- Compare the benefits and usage of Viva Glint, Pulse and Engage
- Describe how Copilot can be used within Viva products

12 Modules, 44 Topics

01

Design Digital Employee Experiences

TOPICS

- 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

02

Introduction to the Microsoft Viva Suite

TOPICS

- 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

03

Introduction to Viva Connections

TOPICS

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

04

Plan for Viva Connections

TOPICS

- 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

05

Viva Learning

TOPICS

- 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?

06

Viva Insights

TOPICS

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

07

Introduction to Viva Glint

TOPICS

- 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?

08

Introduction to Viva Pulse

TOPICS

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

09

Introduction to Viva Engage

TOPICS

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

10

Introduction to Viva Amplify

TOPICS

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

11

Introduction to Viva Goals

TOPICS

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

12

Copilot in Viva

TOPICS

Introduction to Copilot in Viva · Using copilot in Viva products?

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

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