# Microsoft Viva

### **Getting Started with Viva Series**

Analytics and Viva: Engage and Amplify April 26, 2023



Nacho | Host



Jay Leask | MVP Presenter



Corey Roth | MVP Presenter

# Currently using Viva?

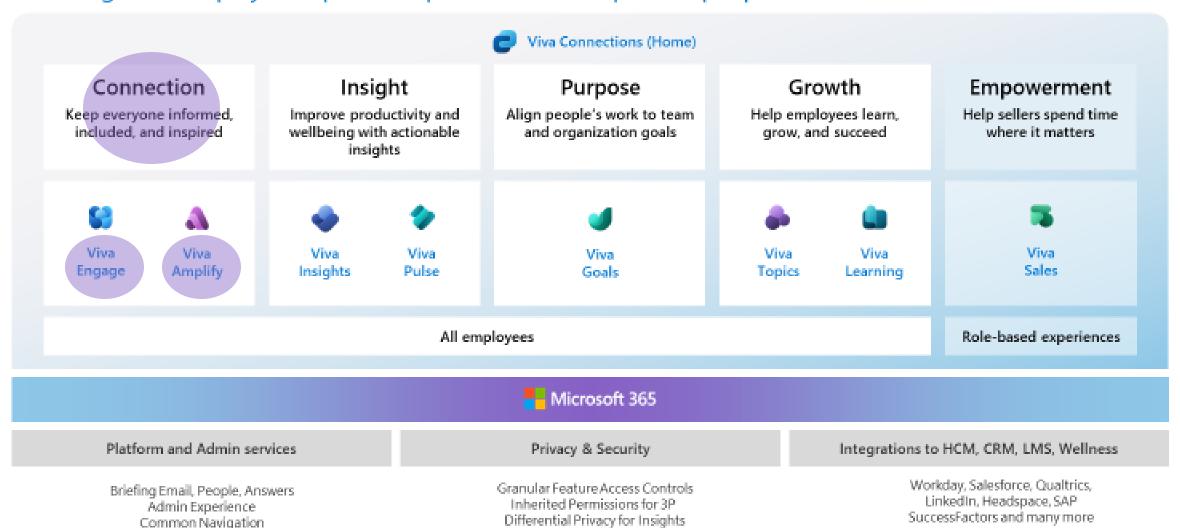
Join 300+ Microsoft customers in NDA Viva Customer Connection Program

- Open to all Viva customers using at least one app
- Influence the future of Viva products/features/capabilities/solutions
- Weekly NDA calls with Viva product teams
- Access to NDA depth engagements, including private previews, 1:1 interviews, and more

**Self-Nominate** | <a href="https://aka.ms/NominateVivaCCP">https://aka.ms/NominateVivaCCP</a>

### Microsoft Viva

The integrated employee experience platform that empowers people and teams to be their best





# Agenda

**1** Introductions

Analytics with Comms & Community in Viva Engage and Viva Amplify

03 Wrap up | Thank you for attending



# Register for the next Getting Started with Viva Call



A day in the life of a Frontline Worker and their Manager Kevin McDonnell, MVP, Solutions Architect, Avanade May 3, 2023, at 7AM PT Register here

# Analytics with Comms & Community in Viva Engage and Viva Amplify

Getting Started with Microsoft Viva Series

April 28th, 2023





Gold Application Development Gold Collaboration and Content Gold Cloud Productivity Gold Messaging Gold Datacenter

Collaborate with Confidence

Accessible content is available upon request.



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## Employee Communications & Community

Evolving Corporate Engagement with your Employees using Microsoft Viva







#### Viva Connections

Bringing the intranet to your users where they work

#### Viva Engage

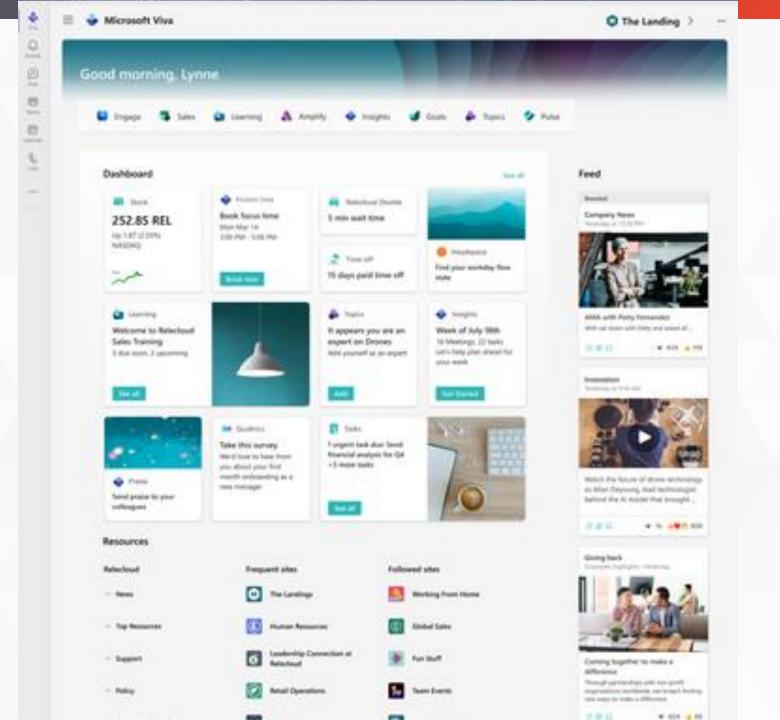
Enabling community engagement across your workforce

#### Viva Amplify

Multi-modal corporate comms campaign management

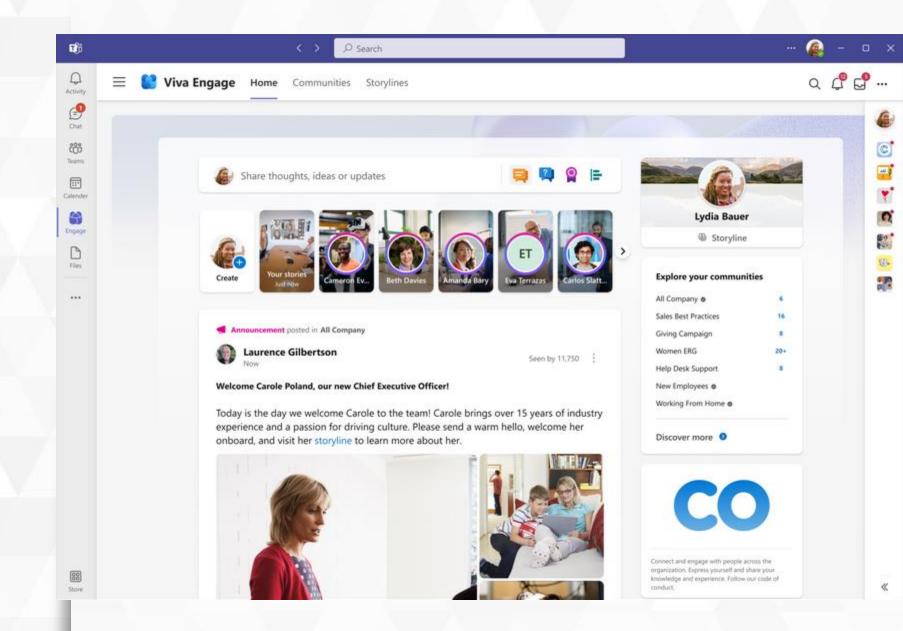
### **Viva Connections**

- ✓ The Company App
- √ Home sites
- ✓ Global Navigation
- ✓ Adaptive Cards



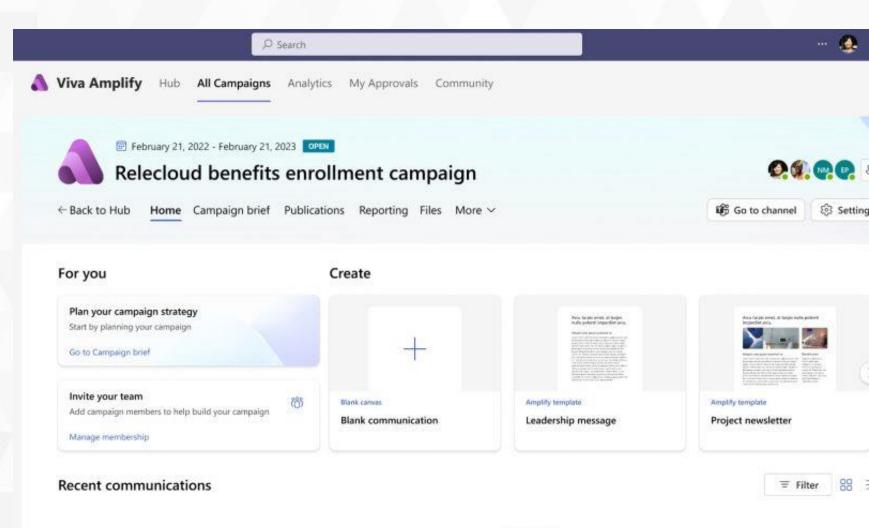
### Viva Engage

- √ Communities
- ✓ Answers
- ✓ Story Lines
- ✓ Leadership Corner



### **Viva Amplify**

- ✓ Campaign Management
- ✓ Publishing Workflows
- ✓ Dashboards





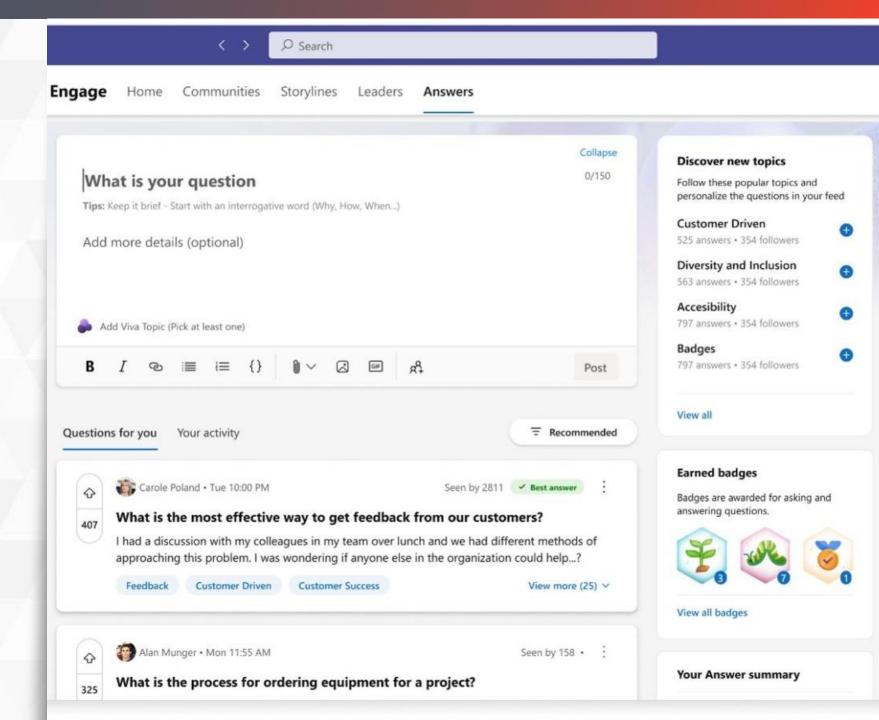
Intro & Analytics with Viva Engage

Quick look at Viva Amplify

Considerations for enhanced analytics



# Yammer is now Viva Engage



# What does this change mean?

Bringing Yammer into the Viva employee experience solution

No change to features or existing licensing

Continued Microsoft investment into new features.

New premium features available with Viva Suite licensing



# Connect with leaders

Viva Engage provides a space for leadership to connect with employees, showcase employee resource groups, and foster and reinforce culture across the organizations.

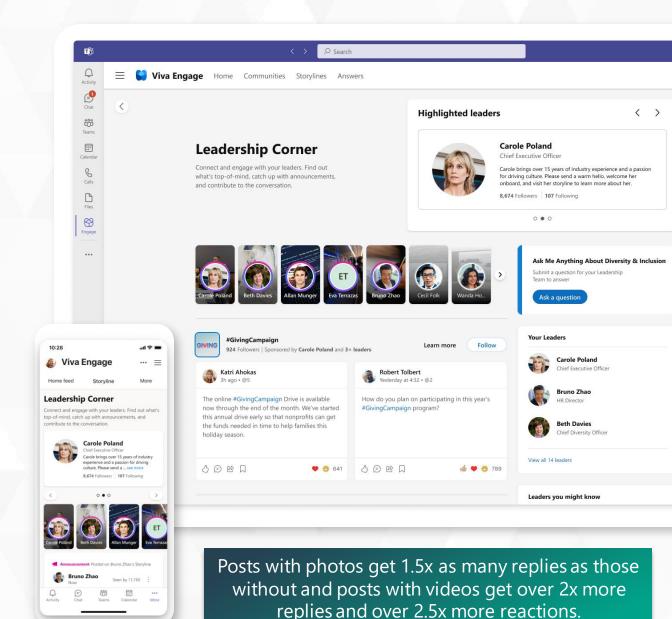
Share weekly video recap to your storyline.

**Share messages, photos and videos** from them at their workspace or on the road visiting customers on their storyline or stories.

Host a town hall in the CEO Connection community to engage employees on upcoming initiatives and have ongoing Q&A.

Create and participate in #Campaigns and Ask Me Anything Events (AMAs) to engage directly with leaders' interests and objectives.

Access analytic dashboards to understand sentiment, reach and engagement of content, conversations, and communities.



## Give everyone a voice

Storyline enables you to share experiences and updates, learn about colleagues, and extend your personal network.

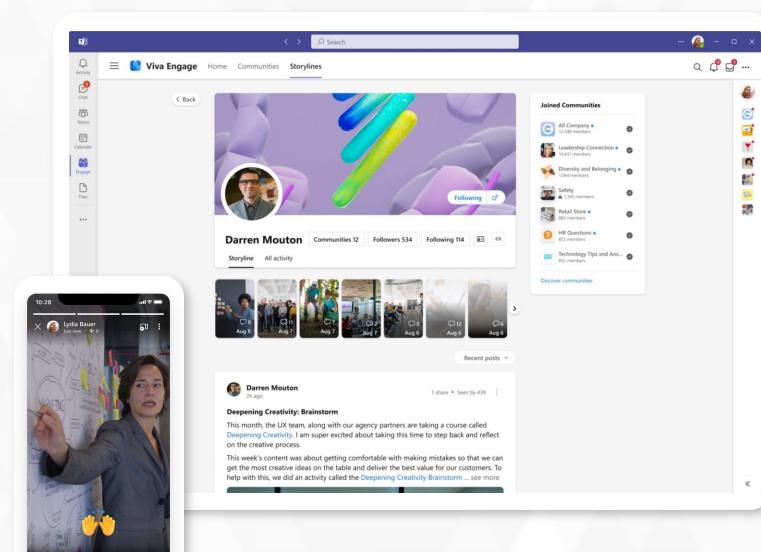
**Showcase your work** or celebrate a recent milestone with posts supporting links, attachments and media

Share stories from frontline workers and the field using the mobile app to capture photos and video

Follow people and leaders to prioritize their posts and stories in your storylines feed

**Express yourself** with a customized cover photo for your storyline

**Extend your personal network** inside your organization, to develop professionally



## Ask me anything

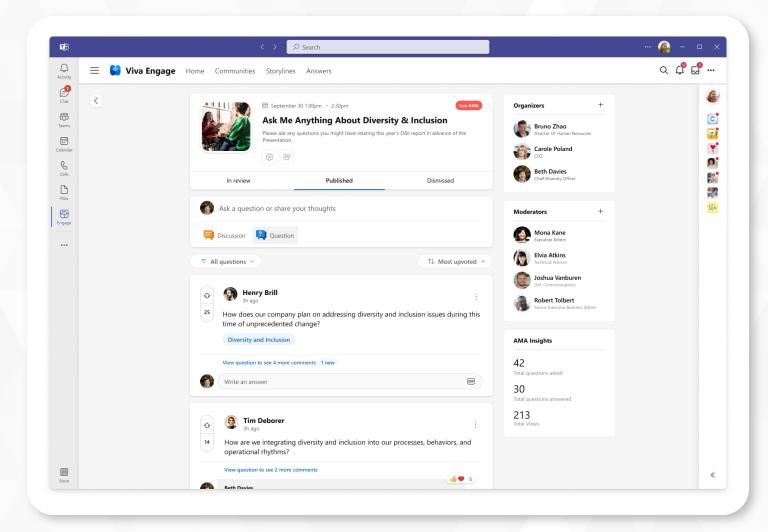
Ask Me Anything events are moderated question and answer time between leaders and employees, that are answered live during a specific timeframe.

AMAs are centered around a subject or a panel of expert or leaders in a specific department or area.

**Organizers** can moderate questions as they come in the queue.

Gain insights from event engagement analytics around questions asked and answered during the AMA.

Questions can be voted up by participants to gain traction from the organizers to answer.



# Top analytics questions of Viva Engage

Are leaders communicating effectively across the organization?

Do individuals feel that their voices are being heard?

Which communities are engaged the most?

Who are my top influencers?



### Viva Engage analytics scenarios, personas and insights







#### **Leadership Engagement**

Enable leaders and employees to engage and build culture

**Scenario:** Leader conducts a townhall using Live Events, Leader Posts a storyline announcement, Leaders using Viva Engage

**Persona**: Event Organizers, Comms managers

#### Includes:

- Reach: Viewers, Demographics
- Engagement: Discussions, Questions, sentiment analysis, trending conversations

#### **Internal Communications**

Amplify organizational messaging through sharing and discussion

**Scenario**: Comms announces a new HR policy to workers nationwide. Comms creates a supplemental campaign.

**Persona**: Corporate Communications

#### Includes:

- Reach: Recipients, Demographics, top contributors
- Engagement: Comments & reactions, trending content

#### **Communities & Knowledge**

Strengthen cross-organizational connections and build knowledge

**Scenario**: Create awareness and amplify knowledge creation. Assess questions and answers.

**Persona**: Community Manager, knowledge manager

#### Includes:

- Reach: Members, lurkers, Views
- Engagement: Q&A, comments, reactions, health, trending content, topics, top contributors

Audience analytics, Live Events insights

Conversation insights, Campaign analytics

Community insights, Q&A insights, Answers analytics

# **Community Insights**

Build more powerful communities

#### Measure community growth

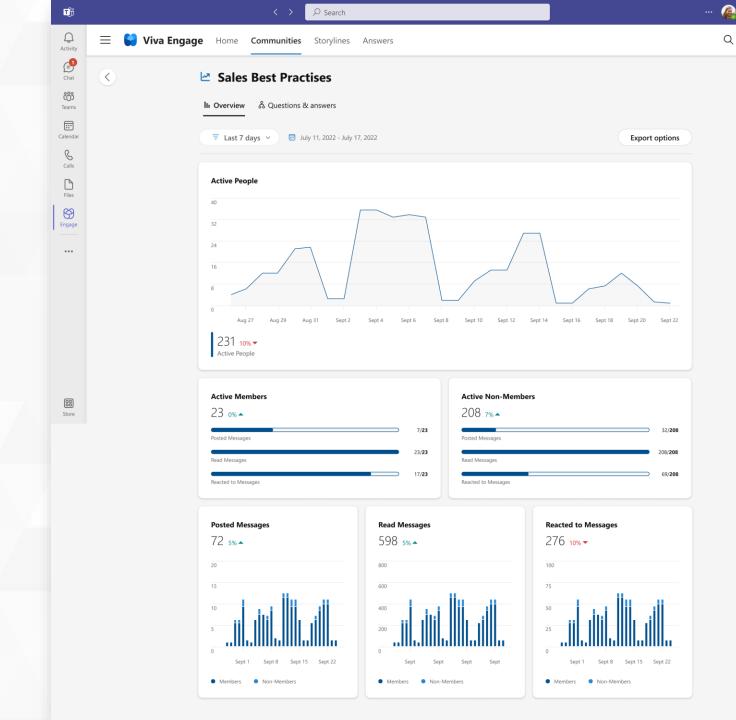
Track new member creation, active people, their location, department and more to understand your community's reach and help tailor content that grows membership.

#### See how people engage

See how many conversations, comments, reactions, questions, answers, live events and more were engaged with over time to help you analyze what's working best.

#### Recognize catalysts and trends

Your one stop shop to identify top conversations, questions, active contributors, champions and trends to measure event attendance, and knowledge dissemination.



## **Conversation Insights**

See which conversations perform best.

#### Measure reach

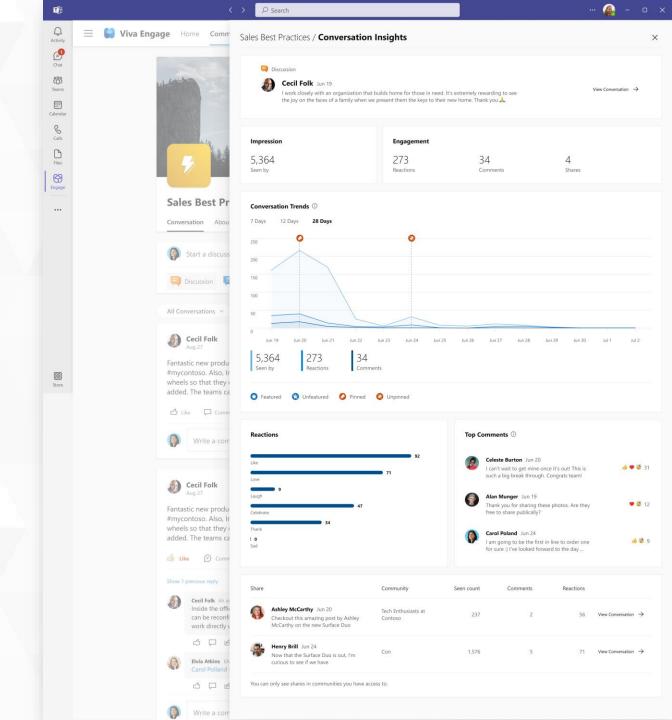
See potential reach, number of views, and the scope of the audience.

#### **Monitor engagement**

See when each conversation was posted and how many people engaged with it through comments, reactions and shares.

#### **Amplify conversations**

Understand the ebbs and flows in how people engage with your conversation and take actions like featuring or pinning the conversation.



## **Live Events Insights**

Improve your live events.

#### **Monitor attendance**

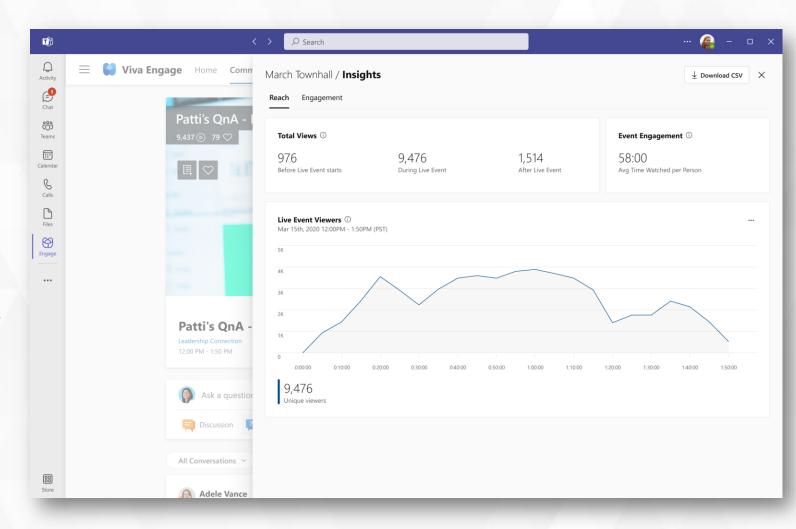
See how many people attended the event, what portions were most attended, average watch time and more – to understand who's watching and tailor content more effectively.

#### Measure engagement

See how many conversations, comments, questions, answers, reactions were generated through the event and recognize and amplify the content that people are interested in engaging with.

#### **Recognize trends**

Compare reach, attendance and engagement across all your events to help you understand which types of content resonate with your audience the most.



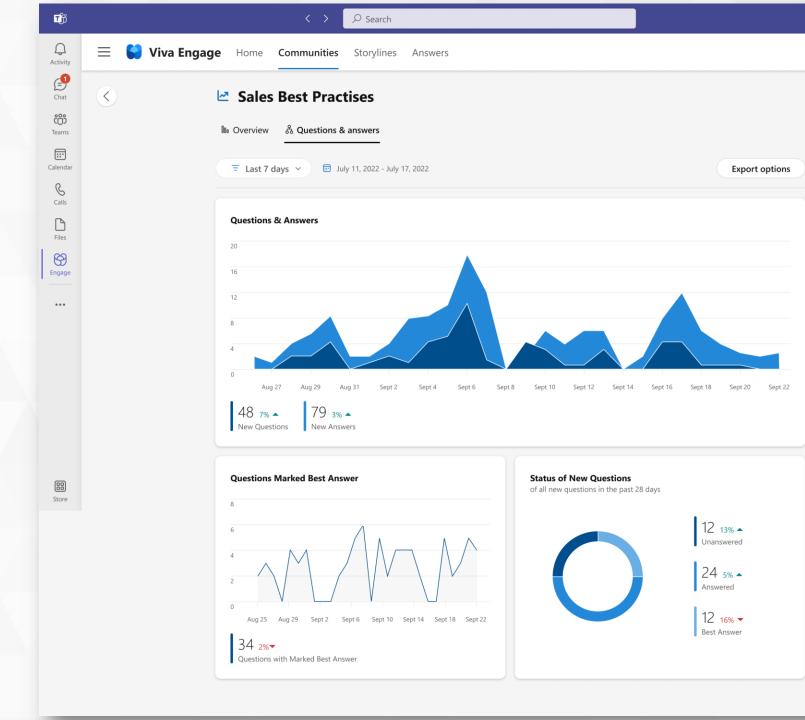
## **Q&A** Insights

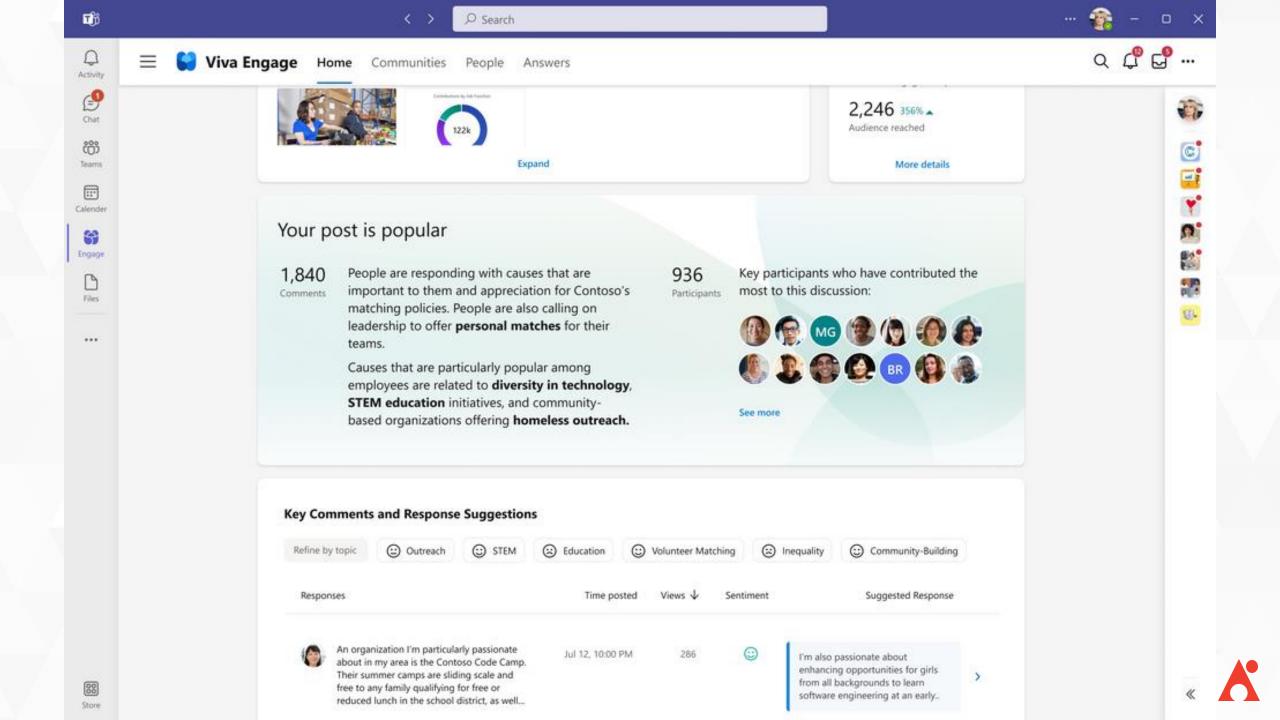
Measure knowledge in your community.

#### Measure the volume of knowledge

Now, community managers can easily measure how frequently users are asking questions, answering, and marking high quality answers as the **Best Answer**.

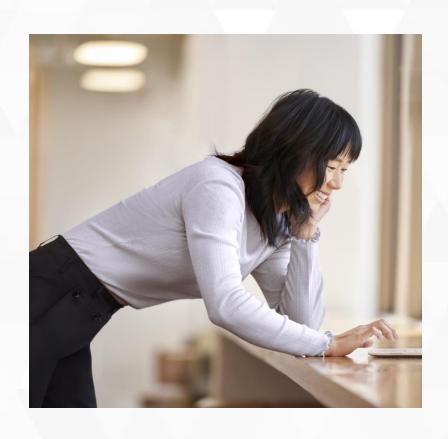
Just like in the overview section, all the data from Q&A Insights can be exported to CSV.





## **Viva Engage Reporting and Analytics**

What	Where?	Who can access?	What type data?
Community Insights	Viva Engage Community	Anyone	Community Membership, Trends, Posts
Conversation Insights	Viva Engage Conversation	Original Poster, Community Admins, Network Admins	Reach, engagement
Live Event Insights	Viva Engage Live event	Organizers, Community Members, Community Admins	Attendance, viewership, engagement
Q&A Insights	Viva Engage Community	Community Members, Community Admins	Questioned asked, Answered
Viva Engage Data & User Export	Viva Engage Admin Center	Network Admins	All messages, files, topics, users, and communities
Microsoft 365 Activity Reports	M365 Admin Center	M365 Admins, Specific access can be granted	User level data last activity date, number of posts, number of read, messages, number of likes, device access
Microsoft 365 Usage Analytics	M365 Admin Center	M365 Admins, Specific access can be granted	Trends across your network, top users, communities, departments



# Advanced Analytics\*

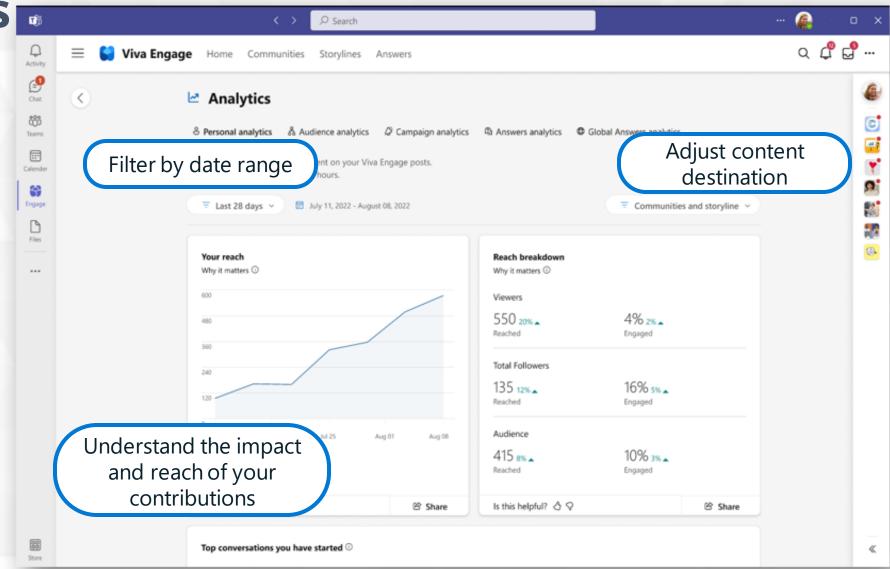
Understand the impact of your conversations and contributions in Viva Engage including:

- Personal analytics\*
- •Audience Analytics\*, including sentiment analysis
- Answer Analytics\*
- •Global Answers Analytics\*

Personal analytics for employees

Understand the engagement you're creating in Viva Engage including:

- Reach
- Replies
- Followers
- Total Viewers of your posts
- · Percentage of followers engaging
- Percent of viewers who are engaging with posts
- · Number of people you've replied to



## Audience and sentiment analysis for leaders

Leverage Microsoft AI and machine learning to identify themes in your audiences.

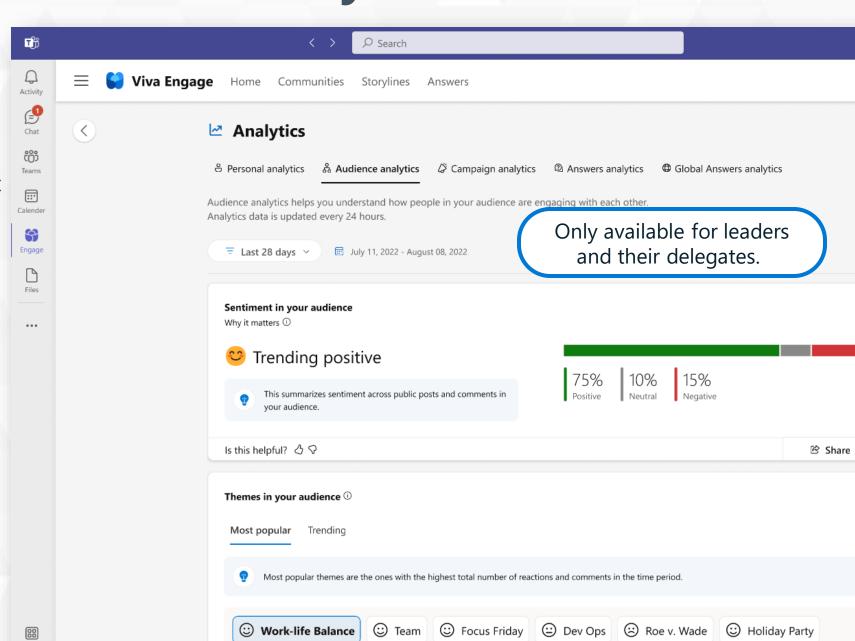
Participate to in key discussions that are driving reactions.

identify top themes and top conversations

Understand how people are feeling about themes that matter to them.

Sentiment analysis can be enabled or disabled by admins.

Sentiment analysis automatically surfaces trends across public conversations



## **Campaign Analytics**

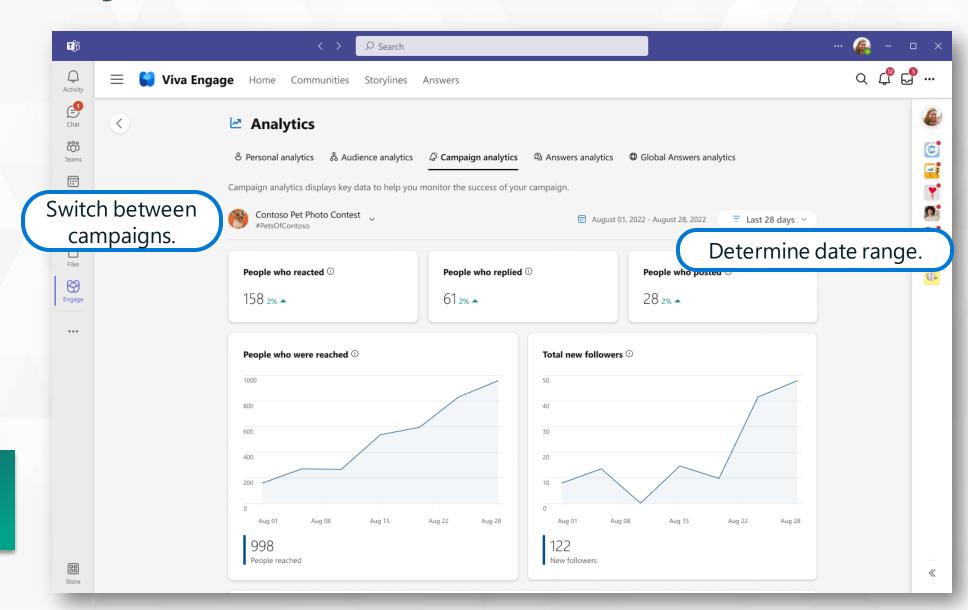
See who is actively contributing

Track success metrics and progress

Review trends in campaign participation

See how many people have viewed and engaged with content.

Reach is the total number of ALL engagements including (views, reactions, replies and posts).



## Viva Engage Advanced Analytics\*

What	Where?	Who can access?	What type data?		
Personal Analytics*	Viva Engage Analytics Dashboard	Only the employee	Content reach, replies, followers, total viewers of posts, percentage of followers engaging, percent of viewers who are engaging with posts, number of people you've replied to		
Audience Analytics*	Viva Engage Analytics Dashboard	Only employees assigned as a leaders, delegates	View how your team or department is engaging and identify trends, top conversations and active communities where you can drive the most impact.		
Sentiment Analysis*	Viva Engage Analytics Dashboard	Only employees assigned as a leaders, delegates	View trends across public conversations, and comments on storyline and in communities written by members of the leader's audience. Themes in your audience surface frequently discussed subjects and total sentiment expressed toward that subject		
Campaign Analytics*	Viva Engage Analytics Dashboard	Only employees assigned as corporate communicators	Reach, top creators, and top conversations related to campaign, specific timeframe		
Answers Analytics*	Viva Engage Analytics Dashboard	Only employees assigned as knowledge manager	Global time saved, Total answers, Median time to first answer, Average view per question, Total best answers, Median time to best answer, Total answer votes, Answer rate, Best answer rate, Questions asked, User engagement distribution, Question views		
*requires a Viva Suite licensing Views					

Microsoft Viva Amplify empowers leaders and communicators to elevate their message and energize their people by meeting employees where they are

#### Communicate easier

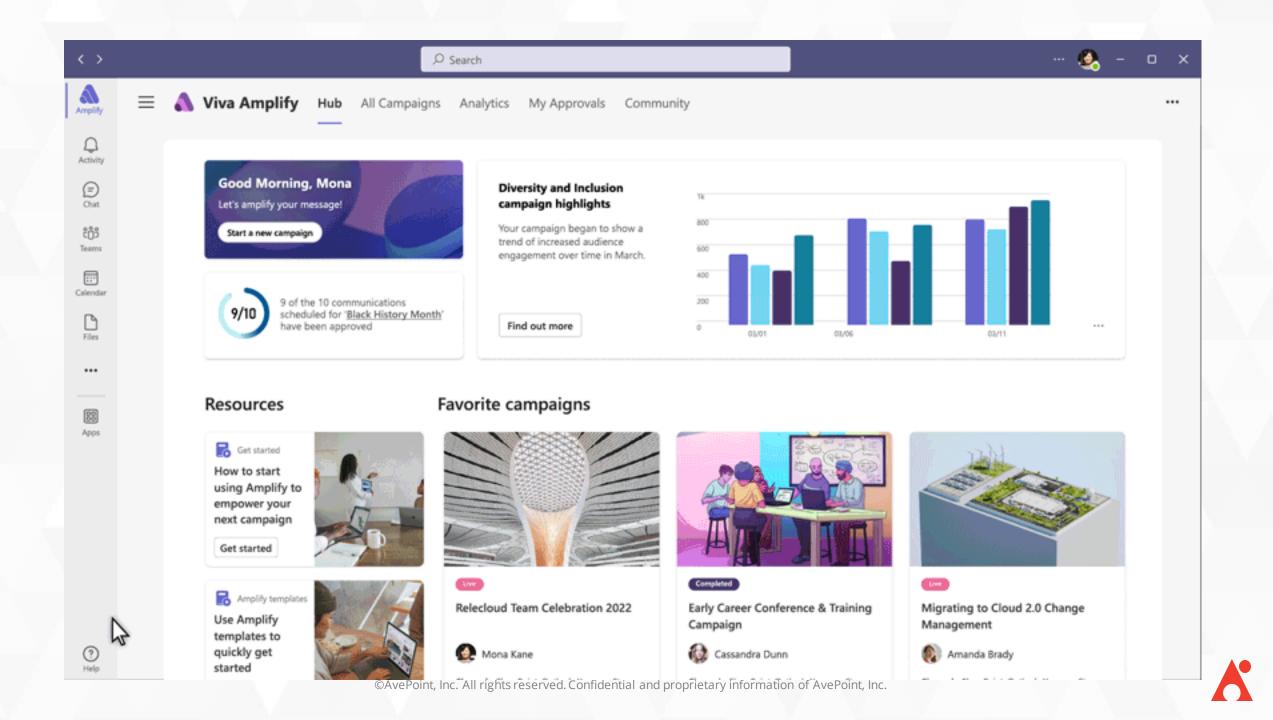
Centralize communication processes in a single space, so you can save time and focus on what matters

#### Communicate better

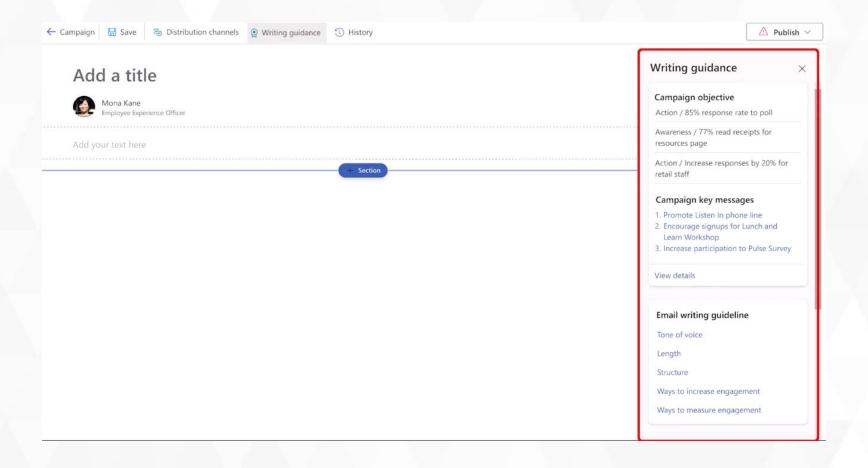
Write messages that stick with writing guidance and reporting from your organization

#### Be heard

Drive engagement with your message by meeting employees where they are

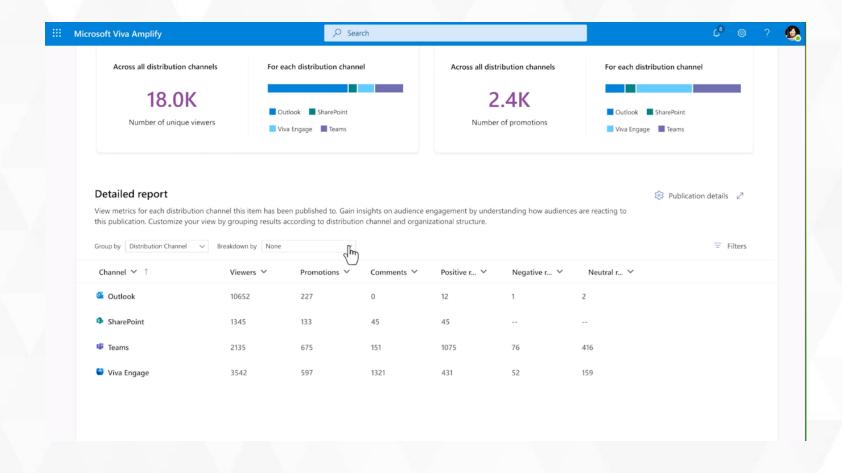


## Start a campaign and decide your goals



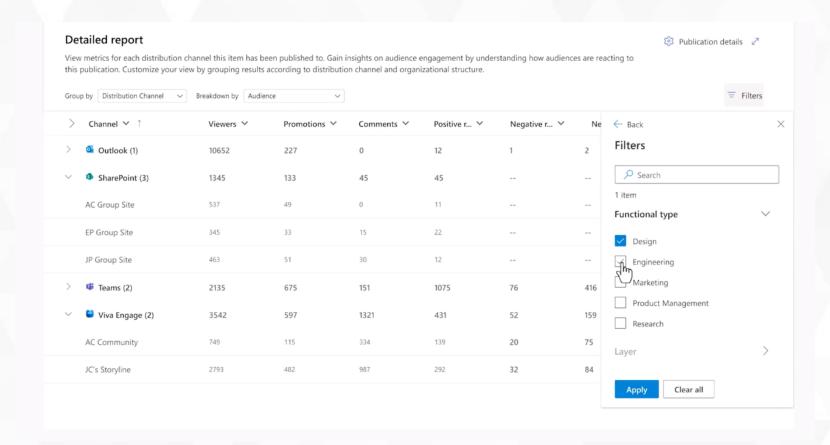


## Viva Amplify Campaign Report





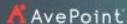
## Viva Amplify - Detailed Report





### **Enhancing** Campaign **Analytics Across M365**

fyi.leask.com/takeda



AvePoint tyGraph Optimizes Takeda's Strategic Cloud Consolidation and Improves **User Experience Post-Migration** 



#### **Customer Location**

Lexington, MA

#### Industry **Pharmaceuticals**

Platform Microsoft 365

#### **Critical Needs**

- · Merge people, culture, and technology of two global enterprises
- · Understand usage patterns in Microsoft 365
- Assess adoption rates of new. centralized tenant

#### Solution

AvePoint tyGraph

#### \* Success Highlights

- Successful strategic consolidation of two enterprise tenants
- Optimized migration through usage and adoption insights
- Improved end-user experience post-migration

#### Customer Profile

Takeda is a patient-focused, values-based, R&D-driven global biopharmaceutical company headquartered in Japan and committed to bringing Better Health and a Brighter Future to people worldwide. Their passion and pursuit of potentially lifechanging treatments for patients are deeply rooted in over 240 years of distinguished history in Japan. Takeda has more than 50,000 employees in approximately 80 countries and regions around the world.

#### The Challenge

Bringing together two separate entities is never easy, and it's even more difficult when those two entities are global pharmaceutical enterprises with 30,000 employees each. This was the case when biotech company Takeda acquired Shire.

During any merger or acquisition, it's essential to bring together the organizations - the people, the culture, and the technology - into a single space. As part of Takeda's acquisition, Dave Feldman, who currently serves as Head of Digital Workplace Delivery at Takeda, was responsible for bringing together the Microsoft 365 (formerly Office 365) and SharePoint data for both companies. The companies' data was a combination of on-premises and cloud data that needed to be consolidated into a single, centralized tenant.

Dave had managed a similar merger in his previous role and knew "you don't want to pick everything up and dump it all in one place. You need to figure out what content is actually used, what was needed and what wasn't needed, and take the opportunity to do a lot of clean-up, some information architecture, some governance."

To achieve this, Dave needed access to usage metrics for both companies' tenants to optimize the consolidation.

#### The AvePoint Solution

In the previous merger, Dave leveraged insights from AvePoint tyGraph to successfully consolidate 7 on-premises environments and 2 Microsoft 365 (M365) tenants into a single tenant. Because of its efficacy during the other project, Dave turned to tyGraph to optimize the Shire/Takeda consolidation.

tyGraph captures a 360-degree view of M365, providing advanced analytics and visualizations into user activity, engagement, and sentiment. The real-time insights help data owners understand what's trending, popular, or no longer useful as well as user, departmental, and regional levels of technology adoption.

Dave used tyGraph to analyze both companies' content in M365, identifying usage patterns like Yammer groups being used, key tools, popular SharePoint sites, and necessary CSS and JavaScript files. With this information, he was able to determine how important each site and each piece of content was, dictating where to invest the most resources during the consolidation.

Dave explains, "If you're recreating 1,000 sites, they can only be so good. But if you're only recreating 50 sites, you can put more effort into each and spend more time focusing on the information architecture, the design, the content."

tyGraph also captures metrics for technology adoption, measuring the impact of transformations like the Takeda/Shire consolidation. Dave used these insights to track adoption post-migration, watching "usage start to decline on the old tenants and start to go up on the new tenant. Being able to monitor the whole process really helps us understand what's happening in our collaboration and communication investments and how users are changing behavior during modernization."

The information tyGraph delivers goes beyond any insights you can uncover natively. Using tyGraph's metrics, Dave identified an anomaly in the new

environment, a site called "Values" company - a company that no long was one of the top utilized sites, w regularly opening this folder, which

"Had I just deleted the entire 'Valu would've taken down the entire in "There was a file called responsive to live within that site, which is wh were loading. What's actually being isn't always what you think. If you the-box metrics, it'll show you the ments being hit, but not the entire

The biggest value Takeda gained fi improved end-user experience. Da insights we gleaned from tyGraph what was needed and what was n redundant, outdated data and foc energy on recreating and designin content, we were able to create a f rience in the new tenant."

#### The Bottom Line

With tyGraph, Takeda was able to consolidation. Dave says, "The Mic patterns offered us a better under environment, helping scope the pr create an improved user experien of the consolidation. Then, being a age during and after the migration assess the impact of our transforn

No matter the change, more infordrive better decision-making and a Ultimately, tyGraph's insights offer tive change management for Take strategic consolidation and operat helping ensure sustainable adopti centralized tenant.

The insights we gleaned from tyGraph helped us identify what was needed and By getting rid of redundant, outdated data and focusing our time and energy or and designing used and relevant content, we were able to create a far better us in the new tenant, ""

DAVE FELDMAN, HEAD OF DIGITAL WORKPLA

#### AvePoint Global HO

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### **Action Items**

- 1. Discuss with your leaders identify current communications challenges in your organization
- 2. Create a Viva Engage adoption plan that targets these challenges
- 3. Identify influencers and champions in your organization
- 4. Encourage your leaders to engage in two-way conversations!



### Resources

- Announcing Copilot in Viva Engage -Microsoft Community Hub
- Microsoft Viva Summit
- Viva Engage Playbooks
- Viva Engage Community Hub

- Amplify the employee experience Microsoft Adoption
- Viva Engage Microsoft Adoption
- Viva Insights Microsoft Adoption
- AvePoint tyGraph M365 Analytics Case Study



# thank you



www.AvePoint.com









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спасибо

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Děkuji

Dziękuję

Merci

धन्यवाद



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