

Building business applications in SharePoint

# **Quick-Win SharePoint Projects**

# What this covers and Why



- This will walk through building a business application in SharePoint from beginning to end. For this demo, it will be a New Employee Onboarding application.
- The intent is to show you how combining basic business analysis skills with your SharePoint knowledge can result in big wins for your team.
- The reason is that many of you are at this stage right now

# Steps



- Problem Definition
- Analysis
- Design
- Construction
- Review
- Revisions & Testing
- Delivery

# Meet with the customer



- Try to find out what their pain points or shortcomings are. Do not just ask “what else can SharePoint do for you?”
- Ask what has been tried before
- Get them to discuss their goals and requirements
- Make sure you get the entire picture
- Determine how particular they would be about a solution

# Our Scenario:



- Human Resources is not satisfied with their onboarding process for new employees. The current process is manual and informal.
- Problems:
  - Takes too long to inprocess
  - Lots of new employees fall through the cracks
  - No way to track current status of onboarding
  - New employees feel lost
  - Surveys show that most employees start off with a negative impression of the company

# Analysis



- Is this a “process automation” or “process facilitation” problem?
- What aspects are/are not suitable for automation?
- Are there any existing systems that will interact with this one?
- Define Key Roles
  - HR Onboarding Admins
  - HR Orientation Leaders
  - Managers
  - New Employees

# Analysis



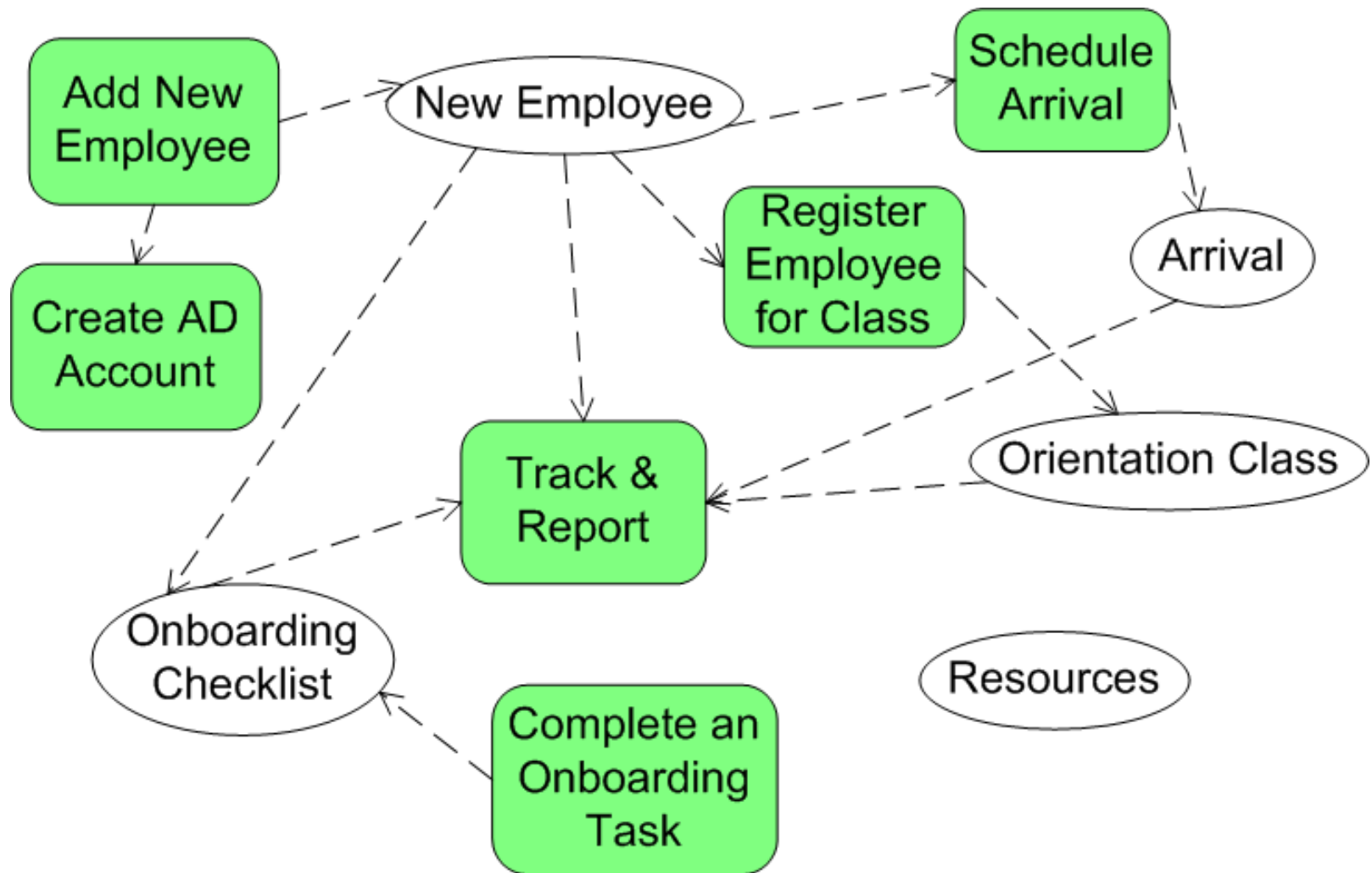
- Define Key Functionality
  - HR Onboarding Admins:
    - Enter New Employee
    - Schedule Orientation
    - Track Onboarding Progress
  - HR Orientation Leaders
    - Plan Orientation Classes
    - Assist New Employees with Onboarding
  - Managers
    - Welcome New Employees
  - New Employees
    - Complete all Onboarding Tasks (vary by employment type)

# Analysis

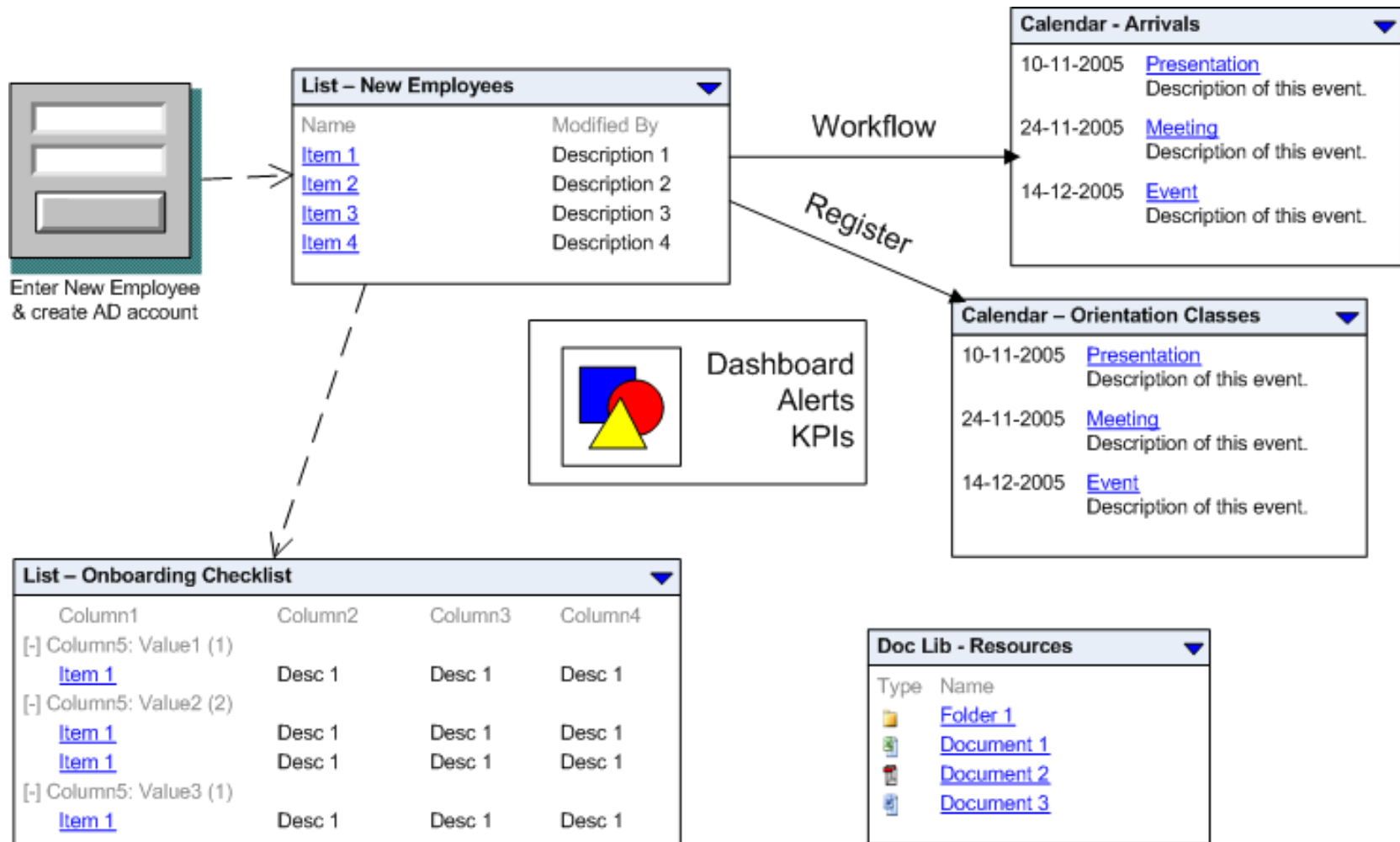


- Key Requirements:
  - New employee AD accounts must be created before they arrive
  - Need to account for fluid arrival dates
  - Need to provide resources and documents
  - Need to assign onboarding tasks based on type of employment
  - Need to know who is behind schedule
  - Need to keep managers in the loop
  - Maintain role based security

# Conceptual Design



# Functional Design



# Demo



# Q&A



- Questions?