

Microsoft Teams

BUSINESS PROCESS AUTOMATION WITH MICROSOFT 365

Streamline and transform processes with rich forms, workflows & custom mobile apps



Organizations in all industries are investing in tools to streamline processes that increase productivity and accelerate delivery of services to internal and external customers. For Microsoft customers, the capability to provide high levels of automation exist today – right within the familiar Microsoft 365 application. The tools that exist in Microsoft 365 allow you to create automated workflows and solutions that can be used across the different areas of your business.

Tools like Power Apps, SharePoint, Flow, Power Automate, Forms, and Graph API that reside in Microsoft 365 work together or in conjunction with other outside products to deliver high levels of automation within your enterprise.

Microsoft 365 automation can help design and construct simplified workflows for use in areas like purchasing, compliance, approval sign-off, and other processes that users will find extremely difficult to build on their own.

The Microsoft 365 Toolkit

The extensive Microsoft 365 toolkit includes:

SharePoint

Share and manage content, knowledge, and applications to empower teamwork, quickly find information, and seamlessly collaborate across the organization.

Power Apps

Turn your business expertise into solutions with ease and provide your team with the tools they need to drive results.

Power Automate

Create automated workflows between your favorite apps and services to get notifications, synchronize files, collect data, and more...

Microsoft 365



Microsoft 365 Use Cases

There are a number of ways you can leverage the power of Microsoft 365 automation to streamline your business processes:

Gather and manage data and files

- ▶ Collect data and easily share and manage on an intranet
- ▶ Create simple contact lists or comprehensive lists that power mission-critical business operations
- ▶ Build custom forms to view, create, and modify data and files

Automate repetitive tasks

- ▶ Save time on recurring manual team and organizational processes
- ▶ Use the simple, visual designer to lay out the multiple process steps
- ▶ Configure alerts and approvals
- ▶ Model complex, multistage processes

Connect to and integrate data sources and services

- ▶ Automate data exchange and synchronize files when using data from other sources and services
- ▶ Copy sales information in Microsoft Dynamics to a SharePoint list used by operations
- ▶ Integrate data with on-premises and third-party services

Build apps that transform your business

- ▶ Create apps that interact with data in SharePoint lists and libraries, as well as other cloud and on-premises sources without writing code
- ▶ Create digital experiences that take advantage of technology like mobile phone cameras



Let DynTek Help

DynTek's Microsoft experts can help you stay current with technology by leveraging Microsoft 365 to implement business process automation in your organization. Gain the ability to automate time-intensive tasks, optimize operations, and bring a new level of efficiency to your company. Process automation allows your employees to use their skills for the jobs they were hired to do instead of routine tasks that may take up valuable time.

As a Microsoft Gold Certified National Solution Partner, DynTek provides a comprehensive range of offerings to support your Microsoft 365 automation initiative. We guide you as you map out your business process automation, help you use the Microsoft 365 tools to create it, and set it up so you can begin realizing improved productivity and efficiency quickly.

Let us help you realize the value of automation by using the Microsoft 365 application tools you already have.

About DynTek

As a national systems integrator and risk management partner, DynTek Services Inc. delivers exceptional, cost-effective professional IT consulting services, end-to-end IT solutions, managed IT services, and IT product sales to a broad range of commercial and public organizations. We provide aligned technology solutions and strategic guidance to help you overcome your business challenges. By combining outstanding technical expertise with responsive customer service, DynTek provides you with the most effective technology solutions in the industry.

