

Make **Work** 

\* Most schools already have free or discounted agreements with Microsoft for Office 365 and Windows 10, so any extra costs should be low, and of course we'll talk through them with you first.

# So how will it work?



### A question or two

To start we'll need to ask a few questions.

#### What's bugging you? Where would you like to see improvements?

Office 365 offers a fantastic range of features, but many schools aren't fully aware of what they are or how they work. We'll help you make the most of them.

### What's right for you

We'll make our recommendations based on your existing set up. We'll work around you, not the other way around.

No one will try and sell you any unnecessary kit. Nor will you get stung with any ongoing commitments or rising fees. We understand that budgets are an issue, so we'll try to make small tweaks with superhero results.



"Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua." Name Surname, Job Title

### Let us do the work

## Our techs will then update your existing Microsoft Office suite.

You'll probably be eligible for a free upgrade through your existing license agreements with Microsoft, so it shouldn't cost you any extra.

If there are any problems they'll sort them out for you. Like we said, we're the sidekick. You wear the cape and tights while we operate strictly in the background.

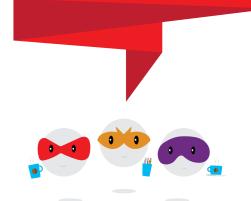
### You can be superheroes

Finally, when we're done, you'll be left with a complete set of guides so you can keep your superhero status when we're out of the picture.

We're experts in IT for schools so we'll make sure it's fast and super-cost-effective.

If you want us to update you to Windows 10 we can do that too, depending on the features that work for you. It's your school so we'll only make any changes you think will be worth it.

# You can be Superheroes





brought to you by TOSHIBA

If you're a **teacher** you're already one of life's **superheroes**. Juggling lesson plans, admin and tech can be tricky.

## You need superpowers



That's where we come in. Think of us as the **sidekick** without the cape. Working quietly on your behalf while you go into heroic battle. Only we'll be looking at your **IT set-up** while you teach.

We understand you want a solution that's **fast** and **cost-effective**. Which is why we'll work with you to make sure everything we do is about making small improvements to your existing set-up to **achieve** superhero style **results**.



# Travel at lightening speed

With cloud based OneDrive you can share content on any device, with any number of people - instantly.

So, if you need to get homework into 30 sets of hands, in thirty different locations, you can simply **upload** it to the **cloud** then ask people to download it.

You can create content on a Mac at home, access it on a PC at school, then present it from your phone. It all works **seamlessly** - with no distortions. There's no need to recreate anything.

There's no magic involved. All you need is to know your way around Office 365. You can install it on up to 5 machines - at school, at home and on your mobile devices.

### Levitation

One of the beauties of cloud based storage is you can send your documents anywhere knowing they're completely secure.

You can **store thousands** of documents, lesson plans, profiles, accounts - knowing they'll stay secure, high up in the cloud where they belong.

Better still, every teacher or member of staff will have access to **1 Terabyte** of storage. If you're wondering what that means, a terabyte (TB) is one trillion bytes, or 1,000 Gigabytes. Still none the wiser? It could hold 1,000 copies of the Encyclopedia Britannica.





### Clairvoyance

#### "I left my homework at home Miss." With OneDrive you can track who's read what online.

Just go to your **personalised dashboard** within Office 365. You can login from any of your machines, wherever you are and have the power of extraordinary insight. So if someone's not opened their homework assignment, you'll know straight away.

And as students can **find homework instantly** online you can save on print. This may seem like a small thing to begin with but over time the saving can easily run into the thousands.

Just think what you could do with the money. More books, more equipment, educational trips. It could make a **big difference**.



### Eidetic Memory

Apparently most of us have 27 passwords and 37% of us forget one at least once a week\*. Even the superhuman among us.

But thanks to instant password reset you can create a new password – instantly – in the classroom whenever you need to.

You can use it when you **forget your password**, and teachers can use it when students forget theirs. It saves a lot of time, as no one has to trot off to the school office to confirm IDs.

It also avoids the problem of students resetting other student's passwords in order to copy their homework.

We can even set up a **single sign on** for teachers to reduce time logging in. Just let us know what issues, if any, you've experienced, and we'll sort it out.

### Superhero buttons

#### Want to give a talk on some real superheroes closer to earth? Say George Mallory or Tenzing Norgay? Need an image of Everest? Easy.

Just type in Everest into Powerpoint, and a series of images will appear on the right side of your screen. All you have to do is choose the one you like. It will then provide you with a **choice of layouts**.

When you change slides there's even a button that morphs one graphic to another – so a hexagon becomes a square becomes a circle – you get the picture.

All you do is press a couple of buttons. You're a superhero.

### Herculean strength

With Office 365 we can also set up your directories, so that access to emails and personal information is controlled.

By **controlling who sees what** we've managed to put a stop to senior figures receiving 'inappropriate' emails. We're happy to say it's taken a big weight off their shoulders.

