5 essentials for the digital workplace.

It's not news. Workplaces are going digital. An effective digital workplace, whether it be a software development office, a retail distributor, or a manufacturing facility, boosts productivity and makes it easier for employees to get their jobs done quickly and with more accuracy.

Virtual collaboration saved one organisation

30%

in management and infrastructure costs

— "Five Essential Elements of the Digital Workplace," Strategy+Business, Jan. 14, 2014.

1. Keep employees connected.

Employees need to access business applications in ways that work for them. It's the best way to help them stay productive and innovative. The decision to provide employees with devices or opt for a bring-your-own-device (BYOD) policy depends on your security protocols and your business needs.

88%
of companies offer employees mobile devices to enhance productivity.

— "Five Essential Elements of the Digital Workplace," Strategy+Business, Jan. 14, 2014.

Good workplace tools have a strong influence on employees' motivation, performance, and productivity.

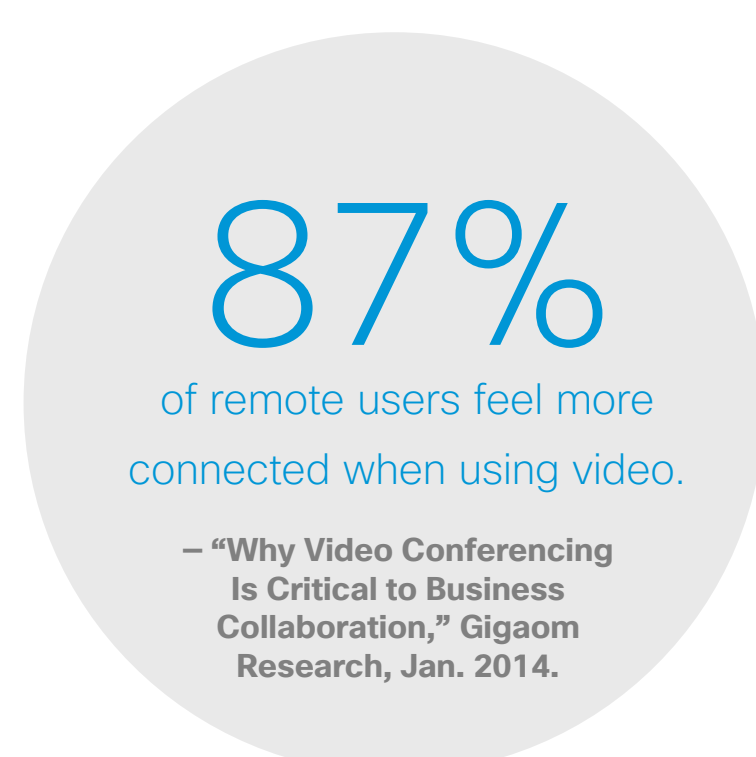## 2. Give people the right tools for the job.

Provide access to the applications employees need, no matter where they are. The best business apps help teams work seamlessly, even if team members are travelling, working from home, or in a different location, letting them create, view, edit, and collaborate on project documents in real time.

Business applications help employees:

• Store project documents in a central location.
• View and share information.
• Search content.
• Edit and collaborate on project documents.

3. Invest in video.

There are times when an in-person meeting isn't possible, but email or phone isn't enough. Real-time presence combines voice, video, and content sharing, improving communication quality, building trust, and eliminating errors.

87%
of remote users feel more connected when using video.

— "Why Video Conferencing Is Critical to Business Collaboration," Gigaom Research, Jan. 2014.

It's possible to give employees more access and improve security at the same time.

4. Choose the right infrastructure.

Even small gaps in connectivity can hurt your business. Plus, new trends like BYOD, video collaboration, and cloud-based applications can be a lot for a network to handle. Companies need a robust infrastructure that can support these innovations.

• Scaling business-quality video conferencing
• Private and public cloud access
• Sophisticated productivity and collaboration apps
• Security management across multiple locations and device types

5. Secure your digital space.

Complexity is ramping up, thanks to cloud computing, social media use, mobility, and a threat frontier that grows exponentially as devices are added. Today's workplaces need security solutions that protect your network across the attack continuum.

Improve network security.

• Create a holistic security policy.
• Secure your WAN.
• Increase traffic visibility.
• Automate policy enforcement.