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#### About Intranet Connections
Improve Employee Communication & Collaboration

Improving internal communication is one of the primary reasons businesses start looking for an intranet software solution. When employees are disengaged, dislocated and misinformed it can lead to poor performance and a disengaged workforce that ultimately impacts your bottom line.

Intranet Connections’ Corporate Intranet provides you the right communication tools to engage and integrate your employees so they can be more informed and productive to increase job efficiency for improved customer service and internal operations.
People Directory
An interactive Employee Directory on the intranet that allows employees to collaborate with job details, online presence, status updates, skills tags, etc.

Employee Org Chart
Quickly reference an employee’s position, who they report to and who reports to them in this simple view organizational chart on your intranet.

Employee Recognition
See how employees can reward each other for a job well done with our employee recognition application to nominate, recognize and reward.

Live Chat
Utilize an instant chat platform on the intranet to enable employees to communicate more efficiently while getting the quick answers they need.

Enterprise Networking
Structure your social networking on the intranet to encourage collaboration and crowdsourcing around company goals, leadership and customer service.

Outlook Sync Calendars
Pull Outlook Exchange mailbox calendars onto the intranet to synchronize and aggregate events and meetings into a single calendar view.

Help Desk Ticketing
Centralize support ticketing and tracking on the intranet with ticket forms, technician assignment, ticket status, history and much more.

Page Bookmarks
Create personalized bookmarks to quickly access and organize your favorite pages, sites and resources to access on and off the intranet.

Event Sites
Plan, organize and execute events on your intranet for greater engagement and participation using Event Sites with event tracking, advertising and more.
Status Updates
Allow employees to provide updates on what they may be working on, when they are in/out of office, return to office dates and pre-set future away dates.

Skills Tagging
Search to find employees through the People Directory for specific skills sets, such as First Aid Training, PMP Certification or PSP Credentials.

Employee Profiles
Allow employees to create their own personal workspace on the intranet to set personal alerts, content subscriptions and follow colleagues.

Employee Workspace
Provide employees with an individual space on the intranet that can be customized to each employee's preferences and seen only by the employee.

Employee Milestones
Celebrate the milestones of your employees by featuring birthdays and work anniversaries on the home page, subsite or mega menu of the intranet.

Mobile Intranet
Gain mobility with mobile intranet functionality, including: portable employee directory, instant search, alerts and mobile collaboration.

Alerts & Subscriptions
Subscribe to receive alerts for new posts/content and message board comments as well as status update notifications, which can be delivered via email.

Featured Employee Feed
Feature specific employees right the home page or department site of the intranet for those celebrating a special achievement or new hires.

Improve Employee Communication and Engage Your Workforce
External Connections

Traditionally, you would not associate communication and collaboration with your external company contacts through your intranet. However, with a Corporate Intranet from Intranet Connections you have the ability to leverage contact tracking and relationship building tools to utilize your intranet for more than just your employees.

Intranet Connections’ Corporate Intranet delivers the tools to create and maintain your External Connections on your intranet with the ability to create an Extranet Portal, track Corporate Contacts, provide Secure/Anonymous Access and send Automated Emails to company contacts as required.

Extranet Portal
Permission extranet user access to certain pages on the intranet or allow them to access the entire intranet, permission by user or groups of users.

Corporate Contacts
Organize and centralize external corporate contact information on your intranet with tables, categories and separate secure lists.

Automated Emails
Automate emails to company contacts for annual reminders, quarterly updates, invoice notification and other routine communications.

Secure/Anonymous Access
Provide access to the intranet without assigning an individual username with anonymous login access for extranet users, non-employees, etc.
Make Information Sharing Second Nature

Information Sharing is the cornerstone of every intranet, but it is not always as easy as it sounds. Having to manually feed and update every page on your intranet is a tedious task, often given to your IT Team, that can quickly become more than a full-time job. Intranet Connections’ Corporate Intranet makes keeping your intranet updated simple, quick and even automated.

Discover Multi-Variable Automated Feeds to keep your intranet fresh and relevant. Team/Department Site administration can easily be delegated to department owners to alleviate the burden on your IT Team and put your intranet in the hands of those that use it most. With the simplicity and use-of-ease built into our Corporate Intranet, there is no coding or deep technical knowledge required, making the role of Intranet Manager a task in which all employees can participate.
Easily Keep Your Intranet Fresh & Relevant

Team/Department Sites
Create unlimited sites on the intranet that provide resources to project teams, departments, and employee communities with smart delegation.

Blog Feed
Keep employees up-to-date and engaged on the intranet with executive blogs from upper management or corporate blogs on company news.

What’s New Feed
Showcase a list of advertised items from all applications or select applications from all areas of your intranet to keep relevant content front & center.

RSS Feed
Stay updated with articles from your favorite sites around the web by adding a feed to a site or individually to an employee workspace.

Weather Feed
Display the current weather and upcoming 3-day forecast for each individual office location on your home page, team or department sites.

Photo Album Feed
Quickly embed a image or entire photo album into a feed on the home page or subpage of the intranet to add a visual element to any page.

Site Tags Feed
Display a list of most frequent site tags utilized to provide quick access to popular tag topics that provide one-click access to tag search results.

Top Tags Feed
Pull the most recent site content from any application or applications that contains a tag or a combination of specified top tags.

Daily Tips Feed
Add a daily message, tip or quote and the feed will rotate through the entries on a scheduled basis, showing a new item to users every hour, day or week.

Multi-Variable Feeds
Various widget types for building your intranet landing pages, home pages for your various intranet sites, and displaying information in your Mega Menus.
Flexible Content Management that Scales

Content Management is a top priority for every organization, it is also a common pain point. Organizing online and offline resources while providing your employees the most up-to-date documents and policies can be a time consuming tasks, not to mention tracking changes in accordance to regulations which can be audited.

The goal of any successful Content Management Software is to deliver content when you need it and how you need it with the ability to easily update it as most content evolves. Intranet Connections’ Corporate Intranet takes it a step further with not only robust Document Management and Policy Management, but also detailed tracking with Document Review/Policy Review, Automated Archiving and Offline Library Resource Organization with the ability to easily locate all of this content with Enterprise Search.
Document Management

Robust document management with version control, scheduled review processes, author alerts, auto-archiving and read confirmation.

Document Review

Enable scheduled review processes that will automatically contact authors, alerting each author to review and update files as scheduled.

Document Read/Agree

Quickly gain consent with read/agree confirmation functionality required on documents and policies with agreement tracking.

Archiving & Clean-Up

Keep your intranet clean and lean by utilizing automated archiving coupled with our automated clean-up utility for documents, forms, pages and more.

Policy Management

Set read confirmation for specific policies, require a read content checkbox and automatically send policy reminder alerts by user.

Policy Review

Assign policy review managers to maintain scheduled review processes with smart delegation to notify managers of the policies to review and update.

Policy Versioning

Keep policies current with the ability to check-out and check-in policies for strong version control ensuring employees access the last approved policy.

KB Article Database

Create a single repository where employees can search out quick tips & tricks and how-to videos with an intranet knowledgebase.

Content Security

Secure content on your intranet with permissioning levels by role, by group or by user which controls finding, accessing and even editing content.
Content Approval Workflows
Streamline content approval with workflows that redirect content editing and approvals from author to editors to reviewers automatically.

Publishing Delegation
Ensure IT isn’t the only party with publishing permission with content publishing delegation to allow other departments publishing permissions.

Content Tagging
Deliver tailored content search results to employees through search tagging, content tagging and social tagging on the intranet.

Commenting
Measure engagement with different resources and content on the intranet by allowing commenting to receive direct feedback from employees.

Content Rating
Gain quick feedback on content with a simple rating system that shows thumbs up for “liked” content and thumbs down for “disliked” content.

Library Resources
Manage your traditional, paper-based content libraries of books, magazines, reference material and any paper resources online.

Improve Employee Communication & Engage Your Workforce
Intranet Search That Delivers Results

Accurate search functionality can mean the difference between a positive user experience on your intranet and a negative one. Providing your employees with the internal tools and information to make their jobs easier is the goal of every intranet. Intranet Connections provides powerful enterprise search capabilities that delivers accurate search results to get employees the information they require.

Through visual display cards, full text document indexing, meta data searching, one-click category filtering, quick search capabilities and advanced search tools, each employee is able to find exactly what they are looking for when they need it. Control and secure search results through intranet administration, permitting only the results each user has permission to see on your intranet.
Advanced Search
Using meta data for your intranet search means you can get as granular as you like when optimizing search on the intranet.

Quick Search
With quick intranet search available on every page, you can rapidly search for content, people, tools and events with speed and accuracy.

Full-Text Indexing
Full-text document indexing on the intranet makes finding the exact document or key phrase you are looking for simple and efficient.

Display Cards
Display cards provide a visual preview of what is contained in the search result, from documents to contacts to images and more.

Search Filters
Functionally modelled after popular search engines, these one-click search filters will quickly get you to the result you seek on the intranet faster.

Search Security
Intranet administrators are given complete control and security over intranet search results to hide, archive or secure areas of the intranet as needed.

Auto Suggestion
Auto Suggestion is predictive search term completion that quickly and accurately returns a list of potential search terms.

Powerful Enterprise Search that Empowers Your Employees
Improve Employee Engagement with Social Features

A social intranet promotes employee engagement by offering tools that foster peer-to-peer collaboration and employee participation on the intranet. This can help to enhance and support culture, your corporate values, mission statement and annual company goals. Our social tools create a social intranet software that drives a more team-oriented workplace where executives, management and company leaders have a presence and provide mentorship to employees through the business intranet. Your corporate intranet social and business tools can help to support your culture and company goals, whichever way you choose to use them.

The social elements of Intranet Connections are designed to feature social enterprise networking where it pertains to business needs. We offer two-way communication channels like Live Chat, Blogging, Idea Share Exchange and Discussion Forums. You can build community and conversations with our social intranet software that may not exist in your physical environment and bring together peers from various locations.
**Community Sites**
Connect employees with common interests, share information about upcoming company activities and discuss the latest news, trends and topics.

**Company News**
Quickly publish articles, videos or podcasts about the company or industry, with automated archiving to keep content fresh.

**Event Calendar**
Setting up your company calendar on the intranet is simple with conflict checking, custom alerts and adding events to Outlook.

**Discussion Forums**
Create discussion forums surrounding topics of interest and allow employees to subscribe, set alert notifications, search and thread conversations.

**Idea Share Exchange**
Engage employees to participate & contribute to the growth of your business through our Ideas Share/Exchange application on the intranet.

**Quick Polls**
Create a quick one question survey, which can be displayed on any page to allow employees to weigh in on issues and questions with one-click.

**Online Store**
A company store is great for incentives on your intranet with inventory tracking, shopping cart and internal purchase transactions.

**Online Photo Albums**
Photo Albums lend to the company culture by sharing event photos, team-building activities, embedded videos, project images and more.

**Job Openings**
Easily post and organize job postings on the intranet, giving employees advanced notice about internal opportunities to review and apply.

**Buy & Sell Exchange**
This social application engages and connects employees allowing staff to post items on the intranet for sale or post requests for desired items as well.

**Blogging**
Keep employees informed and engaged with upper management through executive blogging and corporate blogging on the intranet.

**Recipe Exchange**
Employee will rave about this social application to share and exchange recipes with prep time, cook time, directions, servings, photos and more.
Faster **OnBoarding & Detailed E-Learning**

Powerful eLearning provides you the ability to easily keep your employees informed and up-to-date on the latest policies and procedures without always reprinting the employee handbook or holding time consuming in-person town halls. With simple onboarding on our Corporate Intranet from Intranet Connections, you can streamline new employees through Employee Onboarding in a consistent process that will enable them to get up-to-speed and more productive faster.

Through our user-friendly Online Training Calendar you are able to quickly organize training courses, workshops and seminars, as well as track, management and report on Registrations and Waitlists. Not to mention, with eLearning you can train, test, survey and evaluate employees online all through your Corporate Intranet.
Online Training Calendar
Share training courses, set-up training, manage registration, store student history and embed video teasers all through a robust, automated interface.

Online Tests
Easily build a test to check policy understanding and quiz based on required reading material with multiple choice questions than can be randomized.

Question Banks
Randomize question banks to present a new order to the questions each time an employee takes the online tests or retakes the test as needed.

Multi-Session Course Scheduling
Manage multiple course sessions within the Online Training Calendar where employees can sign-up for multi-session courses with a single form.

Interactive Tutorials
Create tutorial sessions on the intranet that walk users step-by-step as they perform the intranet processes for highly repetitive intranet training.

Online Surveys
Quickly create a simple form survey to measure employee satisfaction, gauge interest level or collect data with drag and drop functionality.

Automated Test Scoring
Automatically score online tests with designated weighting for each question and assigned passing and failing grades to immediately present the test taker.

Class Registration Reports
Run reports on whether certain employees have completed required courses or run course reports for registered, waitlisted or course statistics.

Employee OnBoarding
Deliver comprehensive employee onboarding on the intranet with online forms, online tests, online training & registration and employee recognition.

Empower Employees with E-Learning & OnBoarding
Intuitive eForms & Workflows

Our Corporate Intranet offers a single entry point to manage your employee and business resources, effectively streamlining and automating operations, processes and communication. These tools help in the management of your business resources and offers an intuitive and easy to use intranet experience for employees that promotes participation, collaboration and engagement.

With Intranet Connections, we provide the ability to build sites, applications, pages, online forms, workflows and utilities to effectively build upon and manage your Corporate Intranet. All of our administrative and end-user interfaces are simple, interactive and intuitive. More than 1,600 businesses worldwide have chosen Intranet Connections because of the ease-of-use, scalability, smart automation and design for delegation. Your IT Department can create the structure of the intranet, then pass ownership of sites and applications to various departments or business units. We make it simple from implementation, to limited maintenance and management, to maximum usability for your employees.
<table>
<thead>
<tr>
<th><strong>Online Forms</strong></th>
<th>Present alternate fields or questions based on previous answers to prompt for more information when needed with online form triggers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quickly build or copy existing eForms for rapid creation of smart forms, surveys, employee assessments, mileage calculations and more.</td>
<td>Present alternate fields or questions based on previous answers to prompt for more information when needed with online form triggers.</td>
</tr>
<tr>
<td><strong>Mileage Calculation</strong></td>
<td>Collect repeated occurrences of the same data without completing and submitting multiple forms with simple embedded spreadsheets.</td>
</tr>
<tr>
<td>Use built-in GPS mapping technology to simply log employee travel and mileage reimbursement calculations will automatically be computed.</td>
<td>Collect repeated occurrences of the same data without completing and submitting multiple forms with simple embedded spreadsheets.</td>
</tr>
<tr>
<td><strong>Form Admin/Security</strong></td>
<td>Easily set approval stages, add approval managers and secondary approval managers to any form and set optional escalated approval workflows.</td>
</tr>
<tr>
<td>Easily administer forms and set security levels from the administration panel of the intranet by administering security at the folder level access to the form.</td>
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</tr>
<tr>
<td><strong>Publishing Workflows</strong></td>
<td>A history of all submitted forms, including the workflow, is available to the user, manager, approval managers and administrator of each form.</td>
</tr>
<tr>
<td>Automate publishing and approval with drag and drop functionality to simply add one approval stage or multiple approval stages prior to content published.</td>
<td>A history of all submitted forms, including the workflow, is available to the user, manager, approval managers and administrator of each form.</td>
</tr>
<tr>
<td><strong>Report Export to Excel</strong></td>
<td>Easily report on form responses in a Adobe PDF friendly format by quickly selecting a form response and then export form record to PDF.</td>
</tr>
<tr>
<td>Quickly report on form responses in a Microsoft Excel spreadsheet format by selecting form responses to view and then exporting form records to Excel.</td>
<td>Easily report on form responses in a Adobe PDF friendly format by quickly selecting a form response and then export form record to PDF.</td>
</tr>
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Intranet Designs & Architecture Made Simple

When you think about intranet design and architecture, a common assumption about many intranet solutions is that you need to edit the CSS stylesheets to make changes to the theme and design options for your intranet.

Not so with Intranet Connections, every component of our corporate intranet software is built-in for you, without any need to work within code or CSS. Our Simple Theme Builder is point-and-click and has the built-in intelligence to read the colors used in your uploaded company logo, offering those colors as a palette along with complementary colors.

For those with more advanced design skills, Intranet Connections also offers an Advanced Design Editor that gives you granular control over the intranet theme and design, but still in a point-and-click interface – no coding knowledge required. Add to this Intranet Connections’ powerful Mega Menu Navigation, Dynamic Menus and Intranet Application Builder and you have intranet design and architecture tools out-of-the-box and built-in with maximum ease-of-use.
Intranet Home Page
Build the most engaging intranet home page with content feeds, mega menus, global menu navigation, visual image boxes, message boxes and more.

Mega Menu Navigation
Architecting a dynamic and interactive global menu navigation is easy with quick build Mega Menus including icons, application feeds, quick polls and more.

Dynamic Menus
Display menus dynamically with collapsible menu options and show menu items securely to user groups with set permissions to view secure sites, etc.

HTML Content Pages
Add unlimited content pages to your site with easy to built HTML Content Pages using the Simple HTML Editor on the intranet.

Self-Updating Pages
Feed content dynamically on the intranet by including content feeds on intranet site pages to keep intranet content fresh, relevant and timely.

Site Breadcrumbs
Leave a trial of breadcrumbs for users to navigate with on the intranet by enabling the Site Breadcrumb Navigation on each page.

Embedded Videos
Make a memorable visual impact on the intranet with Embedded Videos by simply embedding a Adobe Flash Video on the intranet home page or site.

Simple HTML Editor
Leverage the WYSIWYG HTML editor to enable all employees to create HTML pages on your intranet with ease to build and engage on the intranet.

Simple Design Builder
Quickly edit the overall intranet design with a single click including intranet logo, site header, background, font, menu colors, site width and more.

Advanced Design Builder
Administer granular control over intranet design including sitewide icons, breadcrumb navigation, global site layout, home site theme and more.

Site Design Delegation
Delegate intranet site design to those employees most passion and experienced with design by administering simple Site Design Delegation.

Intranet Design & Architecture Built Into Your Corporate Intranet Software
Simplify Your Intranet Management to Save Time

Intranet Managers have a lot on their plate, and most of our intranet champions do not manage the intranet full-time, not even part-time. The majority of our IT Administrators/Managers only require a few hours a week to manage their intranet. Our Corporate Intranet provides a variety of Intranet Management tools that enable Admin Role Delegation to help IT and other departments to manage the intranet.

Intranet Connections Intranet Management tools is the ticket to streamline and delegate your site administration, making managing an intranet feasible for your IT Department, HR Department, Communication Department and all other contributing parties. At Intranet Connections, we strive to make your life easier including smart delegation to hand-off sub-site administration and ongoing management of your intranet. With seamless access to your Corporate Intranet Site Statistics & Analytics you can also make informed decisions about content, architecture and application decisions on-the-go without hours of data mining and reports.
Active Directory Sync
Save time with Microsoft Active Directory Integration to automatically sync users on the intranet.

Admin Role Delegation
Easily set task delegation and site delegation with our intranet software to delegate management of the intranet.

Impersonate a Login
Simply impersonate a user on your intranet with just one-click for troubleshooting and viewing as an end user.

Intranet Security
Take control with our powerful, granular security permissions to flexibly manage users, groups and sites on the intranet.

Site Owner Delegation
Delegate ownership of a site on the intranet with simple intranet site management in the administration panel.

App & Folder Delegation
Delegate administration of an application and/or a folder on the intranet with simple intranet delegation.

Single Sign-On
Enable automated login on your intranet using Active Directory Authentication to pass network logins directly.

Site Statistics
Accurately determine site activity, usage, traffic volume, site popularity and application popularity on the intranet.

User Permissions
Establish permissions on the intranet by user level, group level, site level, etc. with simple intranet security features.
About Intranet Connections

Intranet Connections is a leading provider of simple intranet software that helps you connect, collaborate & create to improve productivity, streamline employee communications and facilitate seamless collaboration yielding significant time-cost savings.

We have thrived in the competitive industry of intranet software for more than 15 years because of the core principles our company was founded upon: simplicity, positivity, integrity, creativity and empathy. We strive to embody these values in every avenue of our customer’s experience.

Established in 1999, Intranet Connections has a rich history in the intranet software industry. With more than 1,600 clients worldwide, we have intranet software that serves a variety of industries. Discover an intranet that was made for you with our Corporate Intranet, Financial Intranet or Healthcare Intranet. Visit the Intranet Connections website (www.intranetconnections.com) to discover our simply powerful intranets or contact us at connect@intranetconnections.com for more information.