



# FIND v1 – News from Trovo

Web-enabled solutions for the enterprise that's on the move

## Organise, Search, Collaborate – with the Trovo Online Office

### 'Find' solutions that help you compete.

It's easy to search for 'stuff' these days. You can discover in a few milliseconds that Trovo means '**I find**'.... But how hard it is to 'find' *exactly* what you are looking for?

Having worked together on an innovative search venture before, we've wanted for some time to help people find the information they need. Now, with Trovo, the work of **producing practical search solutions** can continue.

But searching for *what*? If you want to just go and look at what's out there, and kill some time, then Google, Ask, Live Search or Yahoo (whatever your poison is) - can be just the job. But often they don't *quite* do what you want and you can search aimlessly down blind alleys\*. **We aim to make searching more successful and less distracting.**

*\*According to IDC, knowledge workers spend 15 - 35% of their time on searches, 50% of which are abandoned.*

### Lost in the Cloud?

What about helping your customers find information on your website? Or helping customers and staff focus on a more circumscribed area of the Web (or 'The Cloud') – such as a network of partner sites, or a restricted set of sites for focussed research?

You want to get the best out of all the information that is out there – it can **save you time and help you find vital opportunities**. Also, the ready availability of desktop and web search tools makes clever search sound simple. But in practice it's easy to expend a lot of effort coming up with a solution that fails to make the most of the technology.

Because we are Google-trained, **we have up-to-the-minute experience of developing practical 'find' solutions based on the world's leading technology**, so Trovo can help you to work effectively with "*your head in the cloud... but your feet on the ground*".

### Be organised and find what you're looking for.

You will hear so-called experts say that because computers help you search for anything, you don't need to organise your information. We say that is baloney: the golden rule of "tidy house, tidy mind" is just as true of IT as it is in 'real' life. Untidiness with data doesn't just make

things hard to find, it also strains your storage, back-up and archiving systems. It's like an untidy office – "it's all in there somewhere, I just need to be able to turn the piles over more quickly." Wrong!

Messy information also causes problems if you want to work flexibly away from the office. You could be missing a **great opportunity to have all your information and knowledge at your fingertips** (and the fingertips of your staff) wherever you are: at home, in a cafe with a WiFi Network or on business abroad.

Trovo is a Microsoft partner with experience in their Office Live, Business Productivity and SharePoint\*\* tools– and this has enabled us to construct a set of **Trovo Online Office solutions that you can carry around with you wherever you may roam**, or which simply mean you can leave work early and see your kids, but still get that report in on time.

*\*\* SharePoint is the fastest-selling server software in Microsoft's history.*

### Team-work to find more business.

You can also use Search to look for new business leads. With some targeted Internet tools like ZoomInfo and Zipi, you can push a button and find all sorts of individuals who might be of interest to you. This, though, is just one element in building a coherent and effective sales prospecting campaign. **Trovo can help you to build processes to acquire, analyse and prosecute the best sales opportunities**, and identify the key individuals who make those critical purchasing decisions.

Trovo Online Office tools help you and your team to capture, to share, and to understand the key Contact and Opportunity information from the field. **This wins you more business** and creates accurate data that is fit for your CRM software when the order is won.

### Save time and money, and reduce CO2.

Now might not look like the ideal time for us to be starting up, but we know that we can save you time and money. With Trovo Online Office tools we can make it easier for you to work flexibly and 'virtually', leading to reduced office / establishment and travel costs. Plus **every commuter saved can save around a tonne of carbon per year**, so your Carbon Footprint will reduce too. We can help you to *Turn Virtual into a Virtue*.

## Q: Who needs an Online Office?

### A: Start-ups learning to act professionally.

Starting a business can be an expensive task, not to say extremely confusing. In the crucial first few weeks and months before trading takes off, cash can be in very short supply, but advice comes flying at you from all directions. What's more, you need to be on the move all the time: meeting potential clients, dealing with business advisors, working with your bank, networking like crazy. The list is endless...

This is where the Trovo Online Office comes in. The Trovo Online Office allows you to **manage all your business information via a web browser quickly and easily, wherever you are.**

*At Sun Microsystems, employees work from almost any location: a Sun campus, flexible office, home office, coffee shop, airport — generally, anywhere there is an Internet connection. Employees are part of a network-centric workforce that provides living proof of Sun's vision and strategy — where the network is the computer, and employees can work anywhere, anytime, using any device.*

### A: Existing businesses looking to reduce costs and improve productivity.

In these 'post-credit crunch' days, everyone is looking to **work smarter, more flexibly and at lower fixed cost.** Plus your office may have many disadvantages as a workplace:

- Your team can waste a lot of time commuting to it. (The UK average is about an hour per day).
- Office space costs *at least* £250 per workstation per month, rising to £650 in London.
- The office can be a distracting place - office gossip and the dreaded question: "can you just help me for a second?" can be really off-putting.
- How often do you get called into meetings that you have little if anything to contribute to?

Online Office Tools from Trovo enable you to break free of the office when required, **remove distractions and use your time more productively.**

### A: Businesses handling new legal requirements.

As of April 2009, all employees who have children under the age of 16 or who care for a sick or elderly relative are *legally entitled* to ask if they can work part-time, use flexi-time, work to variable shift patterns, take time off in lieu of work, swap shifts, share their jobs with colleagues, or work from home or somewhere else away from your

premises...and if you fail to take their request seriously **you could face a discrimination claim or even an employment tribunal.**

But do these issues really pose a problem for your business? Or are they in fact opportunities? Our ambition is to help you to make your company a more flexible place to work where **your staff can be happier, more productive and more loyal to your organisation.** And what if you cut costs, and reduced your Carbon Footprint at the same time? Do you really need a VPN, or would you rather have something more agile?

- *Through utilising flexible working, BT has saved £350 million in accommodation costs to date.*
- *Enterprises embracing flexible working enjoy a 20% productivity gain on average.*
- *With its home working policy in place, BT has 20% less absenteeism than the national average.*
- *BT estimates that every home worker employed saves the Group around £6,000 per annum on overheads, such as property costs, ensuring a more profitable use of facilities.*
- *According to BT, companies offering flexible working are seeing an increase of between 15% and 31% in productivity.*
- *Each week 2,000 people start up a new business from home.*

**\*\*\* BT Report – Flexible Working**

### A: Staff collaborating at a distance, securely

Trovo can deliver Online Offices using Microsoft Office Live and Business Productivity Online Services, which provides several security benefits.

**You don't have to worry about security and back-up of your server,** because Microsoft take care of that; and you don't have to work completely "in the Cloud", (like Google Docs\*, for example), because you can synchronise your data with your desktop Office programs, and **keep a local copy with you that is updated with changes automatically** to use if your web connection goes down.

Most importantly – your documents are available via a browser over a secure connection, so **you don't need to carry vital information about on a USB stick any more.**

*\* Google e-mail crash hits millions. Gmail's failure illustrates there is also a downside to not keeping applications on the PC's hard drive. (Financial Times Feb 25<sup>th</sup> 2009)*

### Why not contact Trovo for more information?

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