box

Collaboration for today's workforce

3 ways any team can work better with Box

Introduction

Many organizations today — from disruptors like Uber and Airbnb to longstanding innovators like GE and Toyota — are working in a fundamentally different way. They're driving flatter organizations, operating in a more data-driven, agile way, and working with colleagues, partners and clients all over the world.

Though businesses like these are changing faster than ever, the technology many of them use is slowing them down. Most organizations still manage a ton of information using storage, sharing and collaboration tools that are disconnected from the processes and people doing the work.
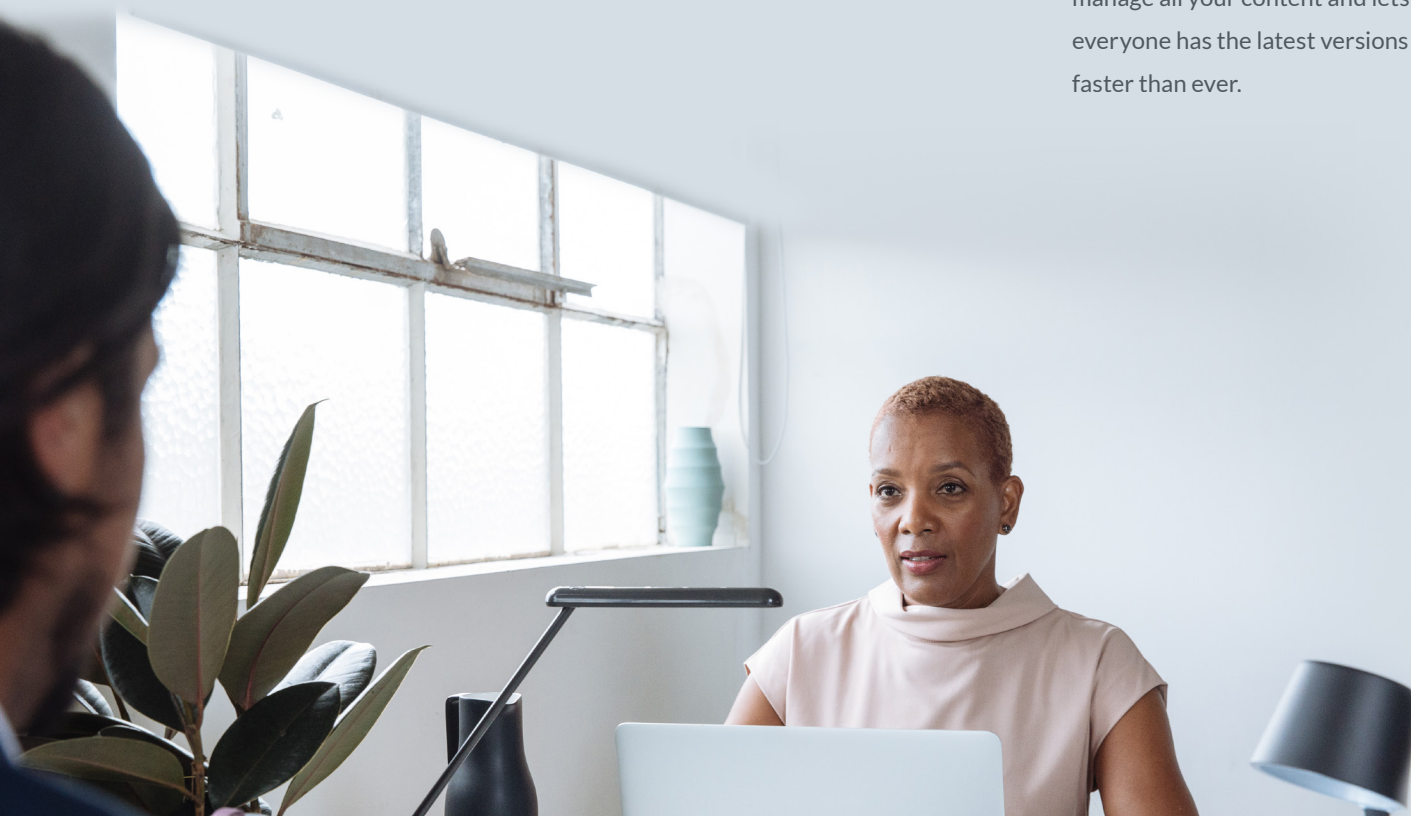
That changes when you use Box.

Cloud Content Management from Box lets you seamlessly and securely bring all your people, information and applications together. Explore 3 ways you can use Box as one platform for all your content to increase transparency, improve collaboration and work like a true digital company.
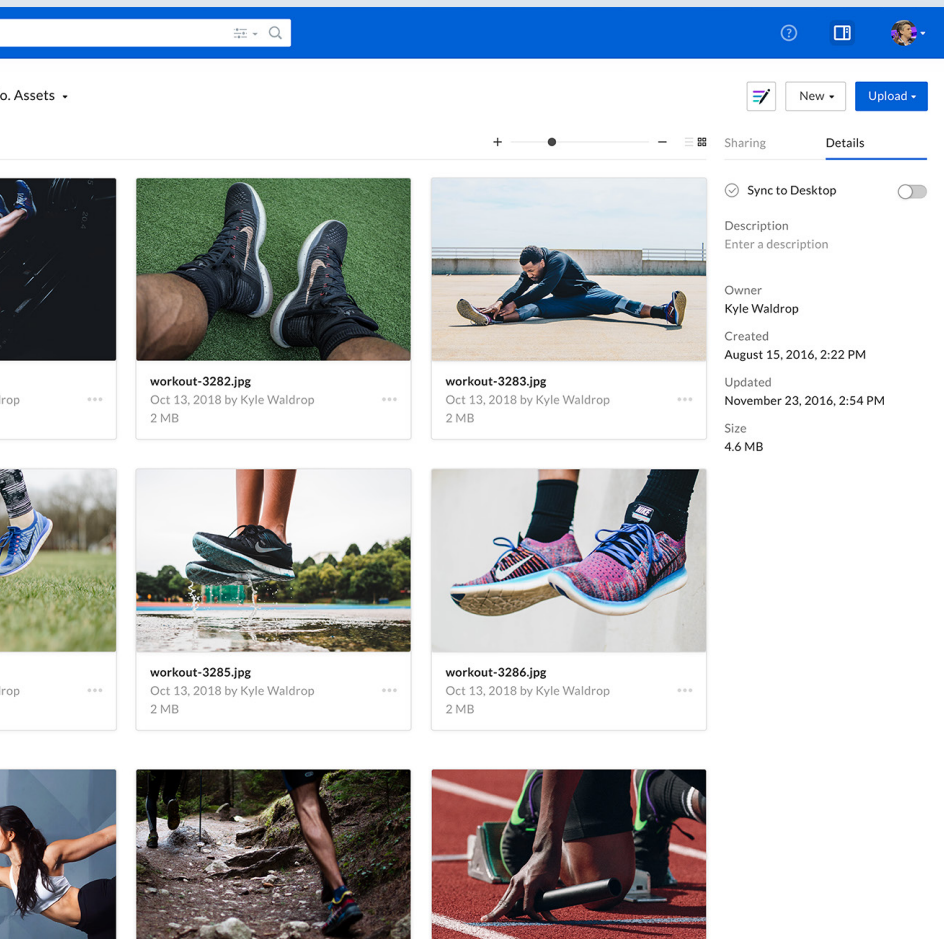
1. Speed up the creative process

When it comes to creating, sharing and approving content, many teams rely on a mix of emails, file shares, consumer apps and printed documents to get work done. But when their information is scattered, collaboration becomes increasingly difficult.

Box helps teams like marketing manage the creative process from concept to launch — no matter who they're working with. Box gives you a centralized place to manage all your content and lets you streamline the approval process, making sure everyone has the latest versions of your digital assets and getting them in market faster than ever.

Use Box as a workspace to share and work together on all marketing-related content with internal teams and external agencies, vendors and partners

▸ **Easily create an organized digital hub**

When creating and managing lots of digital assets, it's easy to get lost in the sprawl of content. With Box, you can house all your files in one place for easy archiving, search and retrieval. Plus, image recognition automatically detects any objects, people, and handwritten or typed text in images and indexes them as metadata. That makes it simple to discover, share and collaborate on the right content with external team members.

▸ **Manage the creative workflow**

All revisions and edits are made directly on the file and come with automatic version history. That way everyone works on the latest version — whether they're brainstorming using Box Notes (our built-in note-taking app), editing a Microsoft Powerpoint presentation or redesigning an Adobe InDesign file. Plus, assigning tasks to your team generates automatic notifications and reminders to review and approve new assets, shortening review cycles and getting assets to market faster.

▸ **Protect and manage your marketing IP**

Once your assets are published, watermark confidential files or set granular permissions so only the right people can view, download or edit content. Your IT team can also apply policies that prevent users from sharing confidentially-marked data outside the company or even outside specific folders. And unlimited storage space lets you keep all your files for as long as you need to, while making sure people can only access the latest assets.
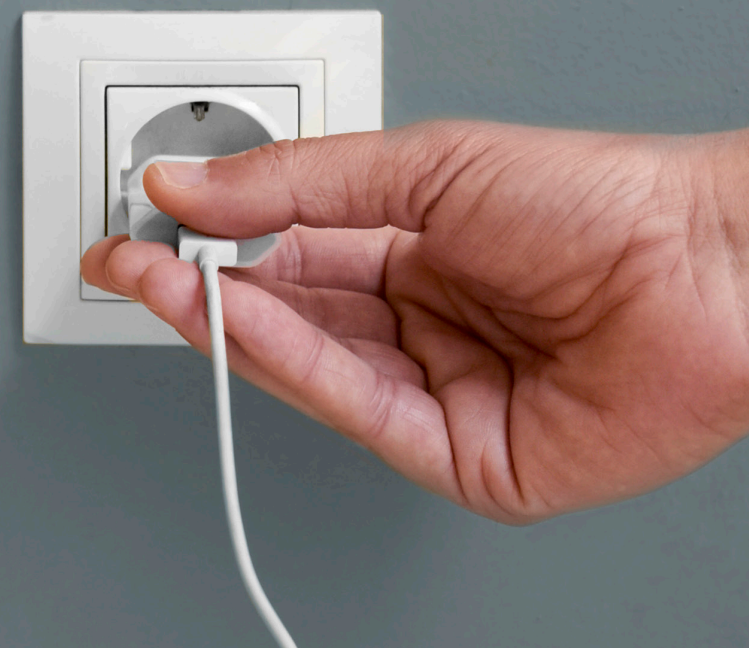
▸ **Publish finalized assets and analyze performance**

Once your assets are final, don't waste time emailing them to stakeholders for distribution. Box allows you to securely share your assets with colleagues directly in Box. Plus, you can view access statistics for each file to know who views and downloads it and when, and you can get reports on the most-utilized assets to assess performance.

Schneider Electric regains control over sensitive data while boosting productivity for 67,000+ employees

Schneider Electric uses Box to immediately solve for their internal and external sharing issues. With Box, employees share their files with a simple, secure link, and add password protection, expiration dates or restricted download access. Plus, Schneider Electric can easily and securely run large Request for Proposals (RFPs), communicate with vendors and share video and presentation files — all from Box.
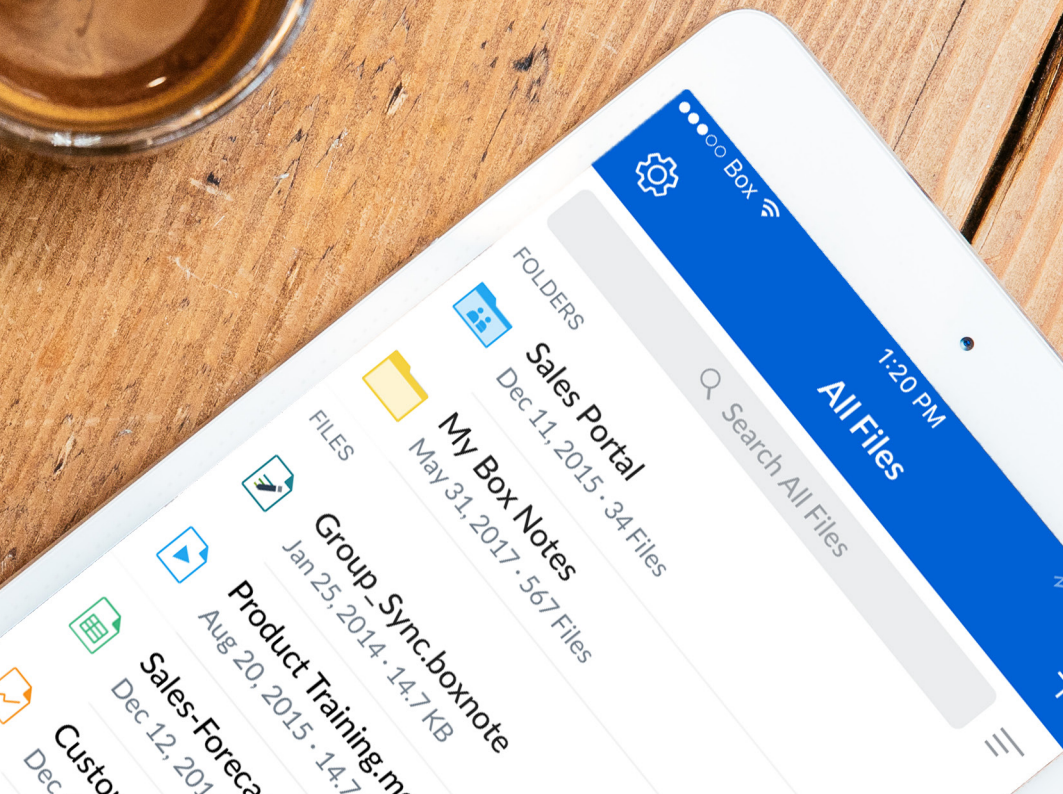
Box also improves Schneider Electric's communication and collaboration among employees and partners. With the Box commenting feature, any collaborator can provide feedback on a document, keeping all discussions together in one central place. Schneider Electric also uses Box to host their CEO's monthly webcast, making it accessible to employees around the globe to improve internal communication.

2. Keep sales productive on the go

Today's workforce is increasingly mobile. And with more people working flexibly from multiple locations across the globe, it's critical to equip teams with the right tools to work effectively from anywhere, on any device.

That couldn't be more true for sales teams. When they're in the field, they need to be able to make last minute edits, tweak proposals on their smartphones and send the latest product information to potential customers. To stay productive, keep sensitive data secure and eliminate the delays that can kill a deal, sales teams turn to Box to get work done from anywhere.

Use Box to enable field sales to create, edit, share and present content on mobile devices, connecting with their favorite apps like Salesforce and Adobe Sign

▶ **Access all your Box files right from Salesforce**
Keep the sales cycle moving with a single place to store, manage and access all your files — marketing assets, price sheets and contracts — that you can easily share with customers and prospects, all from Salesforce.

▶ **Pitch from your phone or your iPad**
Box seamlessly integrates with Microsoft Office 365 on mobile devices, giving you access to the latest versions of sales and marketing collateral, wherever you are. Plus, you can track what content has been shared with whom and get notified when documents have been viewed or downloaded, which helps you follow up effectively.

▶ **Speed up the deal process**
Deals are complex, and closing them requires everyone's attention — including legal, marketing, management and finance. With Box, you can create a shared folder and use tasks and comments so collaboration, review and approval all happen in one place.

▶ **Close the deal instantly**
Streamline processes and eliminate time-consuming downloads by instantly sending, reviewing and e-signing contracts using Box and Adobe Sign.

▶ **Ensure a secure mobile experience**
Protect sensitive data with robust access permissions, easily enforce application passcodes and control data access. Plus, remotely log out a user and delete Box data if a device is misplaced.

AstraZeneca has sales productivity down to a science

At AstraZeneca, more than 8,000 sales representatives across the globe use company-provisioned iPads to access the most up-to-date sales assets like presentations, datasheets, contracts and more.

With everything stored securely in Box, their field representatives can easily access any file they need — and be confident it's the most recent version. And with the seamless Box and Microsoft Office 365 integration, it's easy to open and edit Office files on the go, keeping every team productive wherever they are.

3. Simplify HR processes for smooth onboarding

As work flows within every department in an organization, teams spend countless hours keeping processes moving. Much of it is done manually: they scan documents for signatures and email files, using many different systems to collect and retain information. But that time could be better spent on the work that matters most — and that moves your organization forward.

With Box, you can create simple, repeatable processes to streamline many of your manual workflows, including the onboarding process. That means HR teams can use Box to shorten the hiring cycle, reduce errors, increase security and deliver a great candidate experience from beginning to end.

Use Box to manage and automate simple business processes, such as employee onboarding, from extending the offer to joining the team

▶ **Speed up the offer letter process**
Increase the speed of the offer letter process by automating workflows for approving candidates, as well as using Box integrations with apps like Microsoft Office 365 and Adobe Sign to complete HR paperwork with future employees.

▶ **Simplify the onboarding process**
Impress new hires with an easy-to-use onboarding experience as you easily send and receive HR paperwork, corporate information and orientation materials.

▶ **Collect and manage personal data**
Securely store employee records in Box, properly retain them for record keeping, and only give the right people access to specific data, such as payroll and employee information.

▶ **Streamline the performance review process**
Effectively share and collaborate on content with other internal departments for employee-related processes such as performance management and resource planning.

▶ **Share the latest HR materials**
Use Box to centralize all of your HR resources, such as benefits information, learning and development resources and holiday calendars for employees. This single, secure location for your information can also be integrated into your existing company intranet.

DonorsChoose.org serves millions by freeing IT resources to focus on the core mission

DonorsChoose.org is a web-powered charity that lets teachers post classroom needs and donors select specific supplies and projects to fund. Because tech is at the foundation of what they do, it is critical for them to use the best tools to collaborate and connect.

Box supports the myriad of ways in which work happens at DonorsChoose.org, especially for HR. The Human Capital team relied on Box to do a complete overhaul of their employee records management system to go fully paperless using a combination of Box and their payroll system.

Conclusion

Whether you're putting digital assets in market, pitching a new client or hiring the perfect candidate, Box gives you the tools you need to collaborate and stay productive

Box is the Cloud Content Management company that empowers enterprises to revolutionize how they work by securely connecting their people, information and applications.

For more information,
visit www.box.com/collaboration