

Ask the Expert with Aktion Cloud & Managed Services

IS YOUR COMPANY READY TO SUPPORT REMOTE WORK FOR EMPLOYEES?



National **software reseller** and **IT infrastructure Provider** focused on the
Construction, Distribution and Manufacturing industries

aktion.com 800.4AKTION

Today's Presenter(s): Steve Rogers, *Technology Division VP*



Is responsible for architecting Aktion's Cloud & Managed Services deliverables and ensuring Aktion delivers the support and next generation technologies growing, successful companies demand.

Today's Presenter(s): Mike Kaufman, *Practice Manager, Cloud & Managed Services*



Architects/implements/supports next gen IT including Cloud, Managed Services, and ERP solutions like Acumatica, Infor, and Sage.



National **software reseller & IT infrastructure provider** focused on the **construction, distribution, and manufacturing industries**

aktion.com

800.4AKTION



© 2020 Aktion Associates, Inc.



THE VALUE OF TUG

Why 2100* Heads are Better than One

*Active accounts on the TUG Online Forum



You don't have to do this alone.



annual
TUG Connects
Conference
& network
meetings



knowledge
& skill
building
webinars



valuable networking
opportunities



spirited online
discussion forum
= quick solutions



Learn more:

www.TheUserGroup.org

Agenda

- DON'T PANIC!
- Company Policies & Procedures
- What do you Need to Work from Home?
- How do you Access Company Information?
- How Can Aktion Help?
- Q/A
- Resources & Links

DON'T PANIC!

Tips to Get You Back on Track

- It's serious... but it's a business, technology, and people challenge
- No matter the current state of your ability to work remotely, it can always be improved
- Assess, plan, and execute steps to continue improving your staff's remote capabilities
- Don't sacrifice the security, integrity, or data protection obligations of your company



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries



Company Policies & Procedures

Questions to ask

- How many staff members do you employ?
- Are your staff members logically grouped into teams or departments?
- Is remote work covered in your company's employee handbook?
- Does your policy consider flextime for parents with kids at home?



National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**

© 2020 Aktion Associates, Inc.

Company Policies & Procedures

Questions to ask (Cont.)

- How effective are your employees when working remotely?
- What COVID-19 specific mental/physical health benefits are available?
- How does this affect your employees that can't work remotely?
- What's your plan for communicating changes in your work capabilities and processes to your customers?



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**



Company Policies & Procedures

Accounting Considerations

- How will you deal with AP check processing?
- If you must work from home and invoices/checks are being mailed to your office, how will you handle that?
- Have you considered:
 - Can your payroll be setup as 100% direct deposit?
 - Can you electronically sign printed AP/payroll checks?
 - Do you have a lockbox for deposits?
- What changes need to be made for internal controls?



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**

Company Policies & Procedures

Online Resources

- Aktion Resources
- Employee Training
 - LinkedIn Resources
 - MS Teams/Zoom/Slack
- HR Resources
- Education Resources
- Mental/Physical Health Recommendations

**Links provided at end of slide deck*



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**



What do Employees Need to Work from Home?

Office Space/Equipment

Workspace

Computer Equipment/Supplies

- Company owned PC/Laptop or BYOD
- Mobiles Devices/Tablets
- Office Supplies
- Printer/Scanner
- Who manages/supports employee owned equipment?

Collaboration/Communication Solutions

- Cell phone/call forwarding
- Email
- Instant Messaging
- Online Calling/Meetings/Video

High Speed Internet

- Local/Office Bandwidth
- Firewall/router
- Optional VPN



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries



What do Employees Need to Work from Home?

Software Licensing

Microsoft

- Microsoft Office/Office 365
- Microsoft Remote Desktop

Security Software

- VPN Client
- Anti-virus/anti-Malware

Accounting/ERP Software

- Business Intelligence (BI)
- Check Printing
- Document Management
- Ecommerce
- Field Operations
- Project Management
- Sales/CRM
- Time Entry

Role Specific Applications



National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries

© 2020 Aktion Associates, Inc.



How do You Access Company Information?

Mission Critical Software

What applications are used by your staff?

- Are all of them needed in a remote work situation?
 - Can you prioritize to get people productive ASAP?
- How are the applications supported?
- Which will need to be planned for?
- Which might need reconfiguration or installation to be accessed remotely?
- Do you have proper software licensing to support remote employees?



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**



How do You Access Company Information?

On-prem Applications

Remote Desktop

- Access Control (VPN or SSL?)
- Application Licenses
- Capacity
- Connectivity Licenses

Remote Workstation Access

- GoToMyPC
- LogMeIn
- Remote Desktop
- Team Viewer
- VNC

Multi Factor Authentication

Mobile Devices/Apps



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries



How do You Access Company Information?

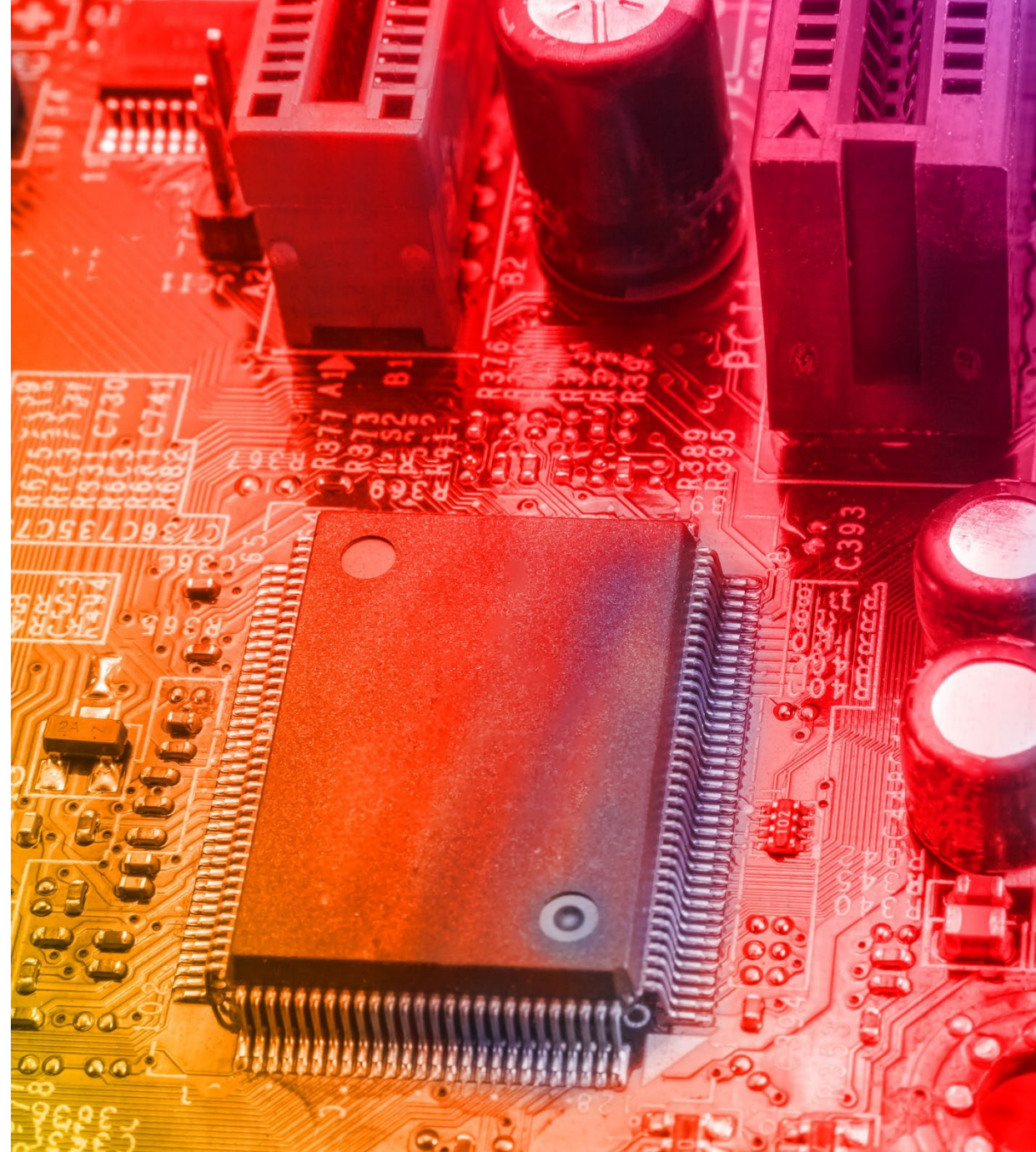
Direct VPN Access: Pros vs. Cons

Pros

- Access any office network resources
 - Printer support
 - Shared network drives
- Allows secure RDS access to servers or workstations

Cons

- May allows access from untrusted networks
- Slow/lags for some operations
- Needs dedicated equipment
- Most legacy ERPs are not supported without RDS



National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**

© 2020 Aktion Associates, Inc.

How do You Access Company Information?

Cloud Solutions

Aktion Cloud Services

- Sage 100 Contractor
- Sage 300 CRE
- Sage Estimating
- Infor A+
- Infor FACTS
- Infor StoreFront
- Infor SX.e

Next-Gen ERP/SaaS

- Acumatica
- Infor CloudSuite Distribution (CSD)
- Sage Intacct for Construction



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused
on the **construction, distribution, and manufacturing industries**



How do You Access Company Information?

Cloud Solutions (Cont.)

Public Cloud – Microsoft Azure/AWS

- Managed Sage/Infor Hosting
- Windows Virtual Desktop (Azure Only)

Collaboration Software

- Email
- Online Meeting Services
 - Microsoft Teams
 - Webex
 - GoToMeeting
 - Zoom

Cloud File Sharing

- Aktion Sync
- Citrix ShareFile
- Google Drive
- Microsoft SharePoint/OneDrive
- VPN



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries



How Can Aktion Help?

Let us help get your business back on track

Cloud Services – Aktion has two company owned enterprise class data centers able to host your workloads.

Hybrid Cloud – Take some of your workloads to the cloud and leave others on-prem to optimize technology environment.

Managed Services – P&A, Proactive, Ultimate Remote, Ultimate On-site, Mobile Device Management.

Infrastructure/Software Licensing

Productivity Software

- Office 365
- Project
- Visio

ERP/ISV Solution Licensing, Implementation, and Support



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries



Special Offers

What offers are available?

Aktion Cloud Services 1 Year Agreement

- 3 Additional Months at No Charge
- Offer expires 6/30/2020

Aktion Sync

- First 90 Days Free

Cisco Webex

- Free for Personal Use

Microsoft Teams

- Free 6 Month Trial
- Included with MS 365 Subscriptions



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries



Who to Contact for More Info?

- 1) Reach out to your Aktion Account Manager.
- 2) If you don't know who your Account Manager is, go to aktion.com/contact-us/.
- 3) Or reach out directly to Mike at mkaufman@aktion.com.

Who We Are

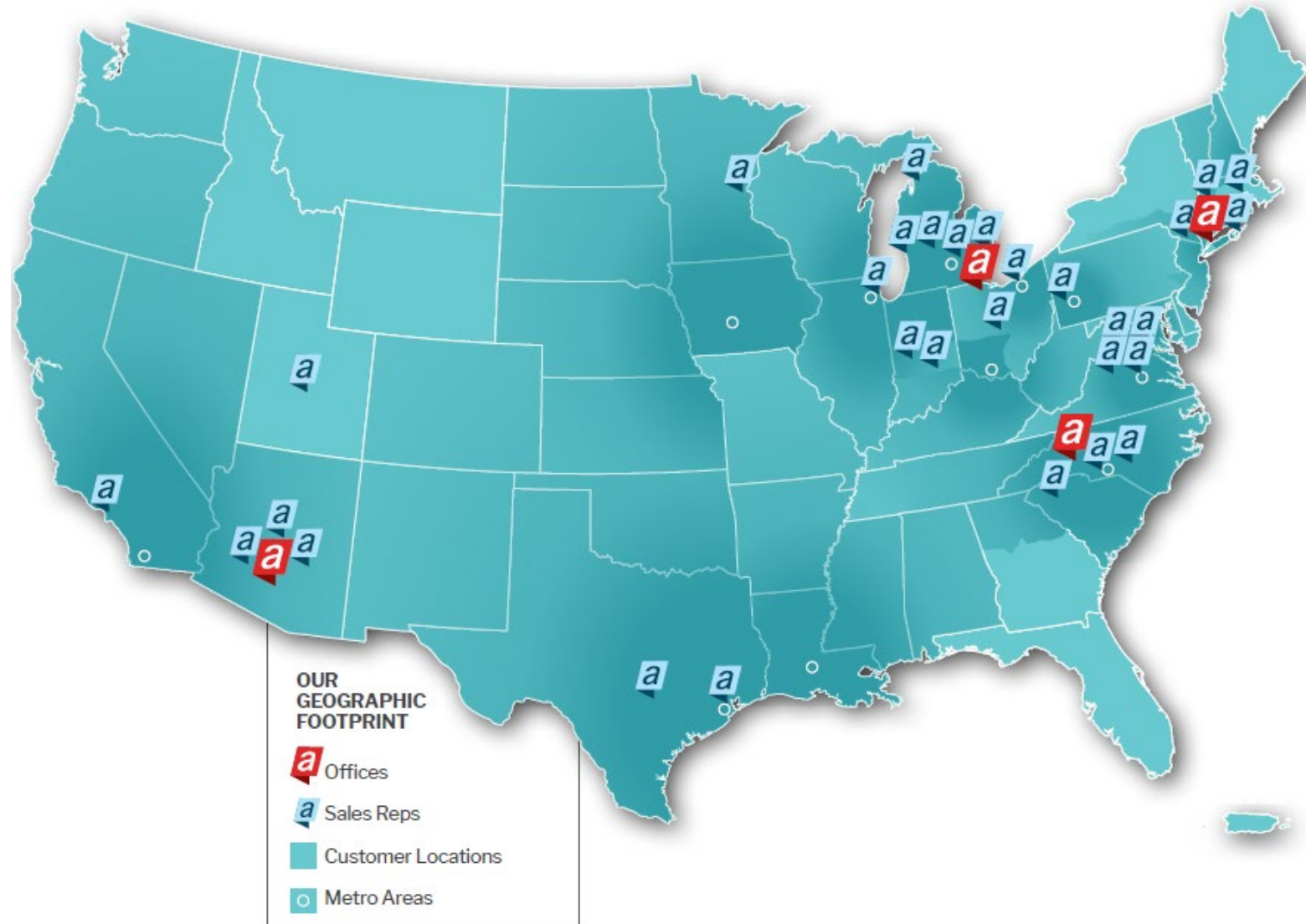
- 200 employees
- 5000+ customers
- National software reseller & IT infrastructure provider focused on the **Construction, Distribution and Manufacturing** industries
- Two, company-owned SOC certified data centers



National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**

© 2020 Aktion Associates, Inc.

Coverage Map



National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries

© 2020 Aktion Associates, Inc.

Questions?



sage
Authorized Partner



2019
**Distribution
Partner of the Year**
Infor Partner Network

National **software reseller & IT infrastructure provider** focused on the
construction, distribution, and manufacturing industries

aktion.com

800.4AKTION



© 2020 Aktion Associates, Inc.

Thank You!

sage
Authorized Partner



2019
**Distribution
Partner of the Year**
Infor Partner Network

National **software reseller & IT infrastructure provider** focused on the
construction, distribution, and manufacturing industries

aktion.com

800.4AKTION



© 2020 Aktion Associates, Inc.

Resources & Links

Aktion Resources

Blog

- aktion.com/blog/

LinkedIn

- linkedin.com/company/aktion-associates-inc-/
- linkedin.com/in/mikekinatx/
- linkedin.com/in/Jsrogers/

News

- aktion.com/company/news/



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries



Resources & Links

OpenSource COVID 19 Response: HR related work and communications across the US:

- https://docs.google.com/document/d/12tT0_5zGELxs7M-iCwf9enUJ0-lbe0K8tkBSbbWhYFM/mobilebasic



National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**

© 2020 Aktion Associates, Inc.

Resources & Links

*Maximizing Efficiency and
Productivity of Remote Work*

- [Working Remotely](#) (1 hr)
- [Time Management: Working From Home](#) (1 hr 25 min)
- [Productivity Tips: Finding Your Productive Mindset](#) (59 min)
- [Executive Presence on Video Conference Calls](#) (34 min)
- [Forbes Collaboration Software Promotions](#)



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused
on the **construction, distribution, and manufacturing industries**



Resources & Links

Manage the Impact of Adjusting to a New Work Environment

- [Thriving @ Work: the Connection between Well-being and Productivity](#) (41 min)
- [Managing Stress for Positive Change](#) (57 min)
- [Building Resilience](#) (34 min)
- [Developing Resourcefulness](#) (18 min)



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**



Resources & Links

Remotely Manage and Lead Teams

- [Leading at a Distance](#) (36 min)
- [Managing Virtual Teams](#) (56 min)
- [Leading Virtual Meetings](#) (32 min)



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the **construction, distribution, and manufacturing industries**

Resources & Links

Get to Know Your Remote Work Productivity Tools

- [Learning Zoom](#) (45 min)
- [Learning BlueJeans](#) (1 hr 11 min)
- [Learning Webex](#) (44 min)
- [Learning Skype](#) (1 hr 4 min)
- [Microsoft Teams Tips & Tricks](#) (1 hr 1 min)



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused on the construction, distribution, and manufacturing industries

Resources & Links

*Education Companies offering free subscriptions
and online learning/educational materials for families*

- <http://www.amazingeducationalresources.com/>



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused
on the **construction, distribution, and manufacturing industries**

Resources & Links

*Free online workout recommendations to do at home,
from a personal trainer*

- <https://www.youtube.com/channel/UCP16yIxlWBSzZA9AoUunlg>



© 2020 Aktion Associates, Inc.

National software reseller & IT infrastructure provider focused
on the **construction, distribution, and manufacturing industries**