

# Solution > SharePoint Core Solutions



## What is SharePoint?

Microsoft SharePoint is a family of 2 products (currently): Windows SharePoint Services (WSS) and SharePoint Portal Server (SPS).

- Windows SharePoint Services is a team web site application that allows users to quickly and easily create intranets and team web sites. It provides a framework for team collaboration; it empowers users to collaborate on documents and tasks and to share contacts, events and other information. It includes a flexible API allowing development of additional functionality through web parts. WSS is part of Windows Server 2003 and hence is free to NHS users.
- Windows Portal Server builds on WSS by providing enterprise-wide search capabilities, powerful portal features including integration of multiple WSS sites and the ability to link to other business systems, user-based personalisation and content subscription.

Many of the standard features are mentioned in the Key Benefits column opposite.

## What does SharePoint do for us?

Since SharePoint is such a powerful and flexible environment it can be used to support a variety of business objectives or challenges. We have worked with our NHS partners to identify 3 common SharePoint Core Solutions:

1. Document Management
2. Intranet Portal
3. Business Intelligence Portal

We have developed Core Solutions for each of these that aim to provide the essential features and functions needed. In this way our NHS clients have access to solutions that can be quickly and cost effectively implemented, out-of-the-box, without the necessity for individual development. Additional capabilities may be readily added to the Core Solutions, without having to design each one

from the ground up. Because the Core Solutions use a common application framework there is a natural migration path from one solution to another without having to incur the additional expense associated with application licenses or further server hardware.

Our Core Solutions use a seamless combination of WSS and SPS to provide rich feature sets, scalability and extensibility. You have full access to all the standard SharePoint features such as discussion boards, surveys etc. if they are not part of the specific solution and because SharePoint is a non-proprietary technology you have the reassurance of being able to further develop the Core Solution using your own technical resources; alternatively we or other Microsoft Gold partners can undertake further work for you.

## Document Management

Document Management solutions can cover the spectrum from individual users storing paper documents locally or electronic files on a network or local drive in, at best, a semi-structured fashion, through to sophisticated and complex Electronic Records and Document Management Systems costing hundreds of thousands of pounds. Our SharePoint Document Management Core Solution was designed to sit comfortably between these extremes, providing centralised network storage (with offline synchronisation for mobile working), document check in and out, version control, review and expiry management and straight forward approvals. In addition to the rich browser interface there is tight integration with Microsoft Office System. Any type of document can be stored and accessed. In addition we have provided support for metadata conforming to eGIF/GCL standards, for user subscription to content and for collaborative working.

A number of standard NHS taxonomies have been created in collaboration with the NHS to ease the definition and management of the content structure.

The solution can scale to support the whole organisation, with support for 2 million documents, workflow extensions and FOI Act.

## Key Benefits

### Document Management

- Document check-in and check-out
- Review and expiry and approvals
- Version control
- Collaboration and content subscription
- eGIF and localised metadata

### Intranet Portal

- Sites, Workspaces, Document Libraries
- Surveys
- Alerts
- Task/Issue Lists
- Discussion Boards
- Events & Announcements
- Personalisation at the user and department level
- Customisable web parts for data access and workflow
- Integration with web content

### Business Intelligence

- Integration with business systems
- Graphical display of performance and operation data
- Drill down facility
- Better, faster, clearer access to data
- Customisable and personalised

Head Office  
Innovation Close  
York Science Park  
York  
YO10 5ZD  
UK

London Office  
17c Curzon Street  
London  
W1J 5HR  
UK

t: +44 (0) 1904 438 000  
f: +44 (0) 1904 435 450

e: [info@ioko365.com](mailto:info@ioko365.com)

Other options include: OCR technology to scan in existing documents (ioko ScanPoint) or bulk scanning via one of our partners, extended workflow using K2 technology, and automated document publication to internet sites.

## Intranet Portal

A portal is an access point to, and an aggregator of, content and applications. It provides clear information and navigation structures and brings some consistency to the presentation, styling and interaction mechanisms of these.

A portal may provide users with the ability to personalise or choose what content and applications are displayed. Such applications can promote a self-serve approach helping ease the many necessary bureaucratic processes, reducing the administrative effort and increasing the responsiveness of these.

Portals also act to draw together the multitude of content areas that exist within a sophisticated intranet. Here the ability to personalise what is displayed to each user improves the productivity of the users and encourages them to use the intranet as a primary source of information.

Our Intranet Portal Core Solution provides the content areas, site structure and look and feel that are common to most NHS organisations to provide a highly functional intranet site taking full advantage of SharePoint's features. Previously SharePoint Portal Server based intranets has been considered too expensive for most NHS intranets, however the revised licensing agreed in the 2004 NHS Enterprise Agreement has removed this hurdle.

## Business Intelligence Portal

NHS organisations have a need to process large amounts of information, using this for operational processes, key performance indicators and a raft of other

management purposes. Like any other large organisation this information is typically in disparate systems and much of it is not provided in real time or integrated in order to support the decision making activities that occur daily.

The need is for timely information, in one place, in easily digested and analysed formats and rapidly accessible.

Using SPS we have developed integration tools and web parts that allow a wide range of data about the business of healthcare to be displayed within a business intelligence intranet portal.

NHS managers can see, at a glance, the key measures for their daily, monthly or real-time activities, drill into any that might be a cause for concern and react accordingly. With the possibility of further automation and workflow our Core Solution provides better productivity, faster information and clearer decision making. And because it is provided from the same, browser-based intranet they will always have it at hand and personalised to their particular needs and preferences.

## Costs

### Solution Costs

- Document Management Core is priced from £20k
- Intranet Portal Core is priced from £25k
- Business Intelligence Portal generally requires more detailed requirements gathering to understand the information displays desired and the systems from which to obtain these.

### License Costs

Microsoft has an Enterprise Agreement with the NHS that prepays for many of their products and offers substantial discounts on others. For instance WSS is part of Windows 2003 Server and is free at the point of use.

SharePoint Portal Server has a two part license: the server license is around

£1,700 (excluding software assurance). Each user normally requires a Client Access License (CAL), costing £50 per user; however these are available to NHS staff at no cost.

## Server costs

In most cases SharePoint will need to be installed on a server within the client's infrastructure. Implementation and management are reasonably straightforward, while the demands on the server vary according to the level of use. We can assist with best-practice implementation of SPS to your box as required, deployment is included as part of our Core Solutions.

In some cases there is a need for externally hosted solutions, such as for extranet applications. We can provide fully managed NHSnet and Internet hosting on our Carelink hosting platform.

## What Next?

If you would like any further information on our services, please contact us on:

Web: [www.carelink.co.uk](http://www.carelink.co.uk)

Or you can contact us directly by email, telephone or mail at the address above:

Email: [sales@carelink.com](mailto:sales@carelink.com)

Tel: 01904 438000

and ask for Carelink Sales