

ZOHO Connect

Zoho Connect es un software de colaboración en equipo que reúne a las personas y los recursos que requieren en un lugar, lo que facilita aún más la realización del trabajo



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Fuente

Obtenga una vista consolidada de todas las publicaciones en su red. My Feed se adapta a usted y le brinda actualizaciones de los grupos de los que forma parte y de las personas a las que sigue. Por otro lado, el muro de la red da una imagen de las actividades a nivel de la organización.

- Inicie una conversación con otros miembros de la red.
- Realice una encuesta, haga preguntas y comparta actualizaciones importantes como anuncios.
- @mencione miembros o grupos y use hashtags para que las conversaciones sean más relevantes.
- Inicie una conversación privada para hablar de temas confidenciales.

The screenshot displays a social media application interface. On the left is a sidebar titled 'My Feed' containing sections for 'Company Wall', 'FAVORITES' (Creative team, Zylker Marketing, Customer Support, Overview, Job Tracker, Marketing Team), and 'GROUPS' (Creative Team, Customer Support, Finance Team, HR Team, Zylker, Zylker Marketing). The main feed area shows a post from 'Catrin Folkesson' starting a conversation about website mock-ups, followed by a reply from 'Michelle Rodrigues', a post from 'Revanth' suggesting a pin-wheel design, and a reply from 'Katherine Jake'. The right sidebar includes 'Quick Links' (Payroll Portal, Travel Request Portal, Leave Request, Raise a ticket), 'Upcoming Events' (Team Meeting, Marketers Meetup), and 'Trending Tags' (getconnected, worktogether, stayproductive, partnermeetups2019, zylkerontheroad). A 'Manage Widgets' button is at the bottom right.

Grupos

Cree un espacio de colaboración para los miembros de su red en función de los proyectos en los que estén trabajando, de su ubicación o para trabajar juntos en un tema en particular.

- Cree un grupo público para temas comunes que puedan ver todos los usuarios de su red, o cree un grupo privado al que solo puedan acceder sus miembros.
- Habilite o inhabilite aplicaciones integradas para su equipo. Las aplicaciones incluyen: Archivos, eventos, manuales y aplicaciones personalizadas.
- Habilite o deshabilite los widgets para el grupo, o cree un nuevo widget.

The screenshot displays the 'My Groups' interface. On the left, a sidebar lists 'Public groups' and 'Discover Groups'. Under 'MY GROUPS', several groups are listed: Admin Team, Customer Support, Finance Team, HR Team, Mangers, Marketing Team, Creative Team, Customer Support, Finance Team, HR Team, and Zylker Marketing. The main area shows a grid of group cards, each with a colored circular icon containing a letter or symbol, the group name, and the creator's name. The groups shown are: Admin Team (AT, Created by Burrows, Amelia), Business Developm... (BD, Created by Justin Case), Creative Team (CT, Created by Justin Case), Customer Support (CS, Created by Justin Case), Finance Team (FT, Created by Justin Case), HR Team (HT, Created by Justin Case), Lit. for life (LF, Created by Michelle Rodrigues), Managers (Created by Justin Case), Marketing Team (MT, Created by Burrows, Amelia), Movies & TV (MT, Created by Michelle Rodrigues), Sales Team (ST, Created by Justin Case), Voice of the custom... (Created by Michelle Rodrigues), Zylker Marketing (ZM, Created by Justin Case), Zylker Sports (ZS, Created by Michelle Rodrigues), and Zylker Presales (ZS, Created by Justin Case). At the bottom left, there is a '+ New Group' button and a menu icon.

Tareas

Por ejemplo, puede crear un panel y organizar sus tareas para los proyectos en los que está trabajando con otros miembros de la red, o para sus listas de tareas pendientes. También puede asignar tareas de forma privada.

- Utilice los paneles para dividir tu trabajo en secciones y asignar tareas en cada sección.
- Arrastre y suelte sus tareas para ordenarlas.
- Establezca una fecha de vencimiento, un nivel de prioridad y establezca recordatorios para la tarea.
- Vea el estado de una tarea para seguir su progreso.

The screenshot shows a Trello board titled "New Book Launch" with 26 pending items. The board is organized into four columns: "Cover" (6 items), "Press Conference" (7 items), "Social Media and online presentation" (7 items), and "Launch Checklist" (partially visible). The left sidebar lists "My Tasks" and "Private Tasks" under "BOARDS", with sub-boards for "New Book Launch", "Zylker Marketing", "Creative Team", "Zylker Corp. Website Design", "Customer Support", and "Feature development".

Cover Column:

- Back cover design (18 Mar)
- Front cover design (18 Mar)
- Book synopsis to be printed on the back cover. (17 Mar)
- Author bio (21 Mar)
Co-ordinate with the client on this. Make sure they're okay with whatever is being printed. Also, make sure to get the details on previous awards (if any).
- Reviewing the book synopsis and the author bio. (20 Mar)
Check with the client once the synopsis is ready.
- Co-ordinating with the client and getting the designs and bio

Press Conference Column:

- Making a list of media people for the event. (20 Mar)
- Arranging the venue (co-ordinate with the event management partner)
- Preparing the press invites (content and design) (4/9)
- An exclusive one-on-one with the writer by a top reviewer (to be promoted on their website).
- Hiring photographers and videographers for the event (co-ordinate with the event management partner).
- Finalizing the number of passes to be given out.

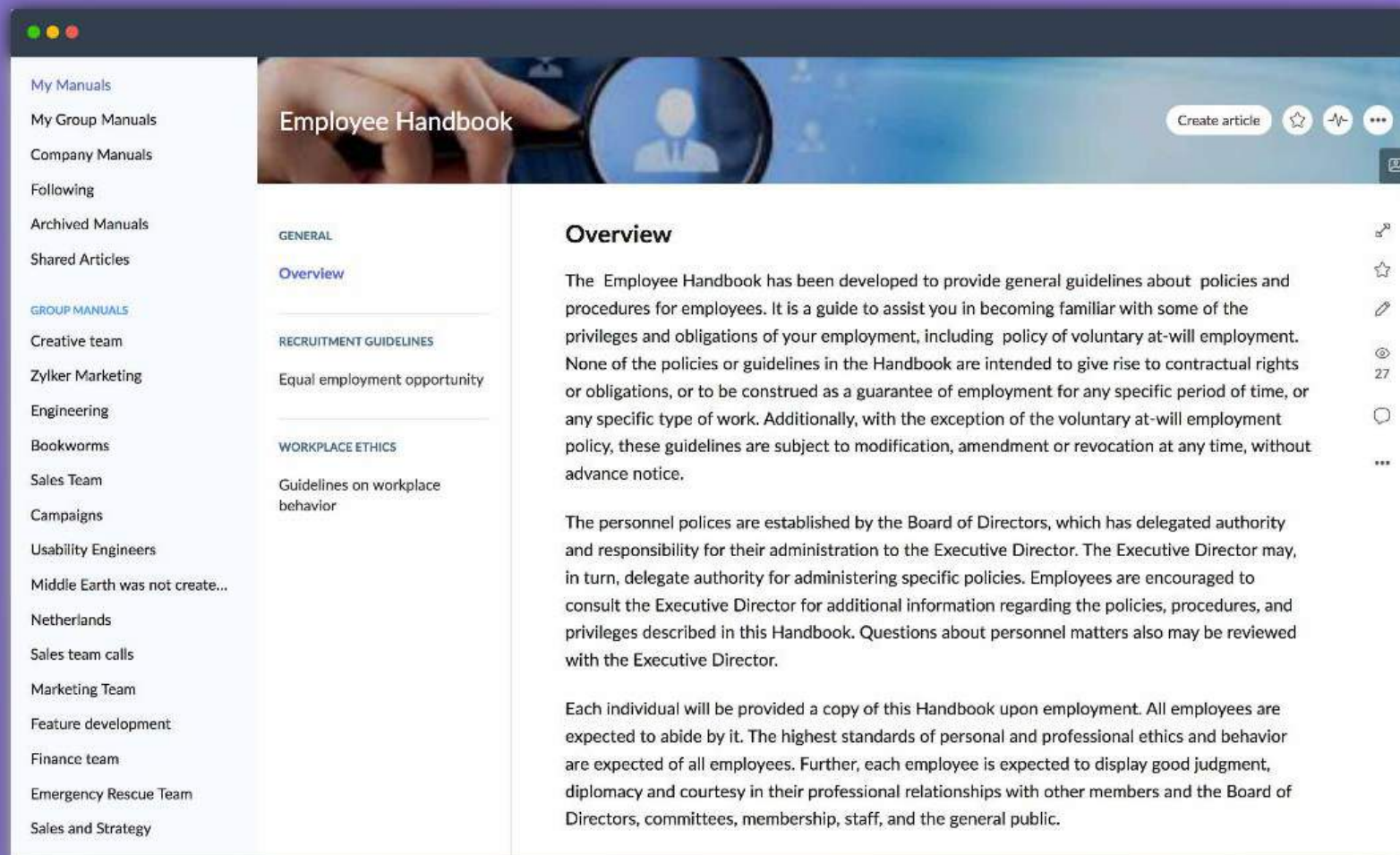
Social Media and online presentation Column:

- Facebook and twitter posts to be scheduled for the launch. (19 Mar)
- Blog post for the release. (19 Mar)
- Reviewing the Facebook and Twitter posts. (21 Mar)
- Reviewing the blog post. (20 Mar)
- Editing the book video. (0/3)
Share the final cut with the client.
- Pictures to be posted on Facebook, Twitter, and Instagram.
- Re-tweeting, re-posting any tweets, images, posts, etc. on Twitter and Instagram.

Manuales

Simplifique el intercambio de conocimientos con los miembros de su red mediante la creación de manuales. Puede crear manuales (por ejemplo sobre directrices publicitarias, mejores prácticas, políticas de la empresa) y compartirlos con los miembros del equipo.

- Organice el contenido del manual en capítulos y agregue artículos debajo de cada uno de ellos.
- Agregue expertos en su red como colaboradores para que escriban artículos para el manual.
- Los manuales se pueden crear a nivel de red, a nivel de grupo y para un conjunto específico de miembros.



The screenshot shows a web application interface for an "Employee Handbook". On the left is a navigation sidebar with categories like "My Manuals", "My Group Manuals", "Company Manuals", and "Following". The main content area has a header with the title "Employee Handbook" and a "Create article" button. Below the header, there are sections for "GENERAL", "RECRUITMENT GUIDELINES", and "WORKPLACE ETHICS". The "Overview" section is currently selected and displays text about the handbook's purpose and policies. On the right side of the content area, there are interactive icons for sharing, favoriting, editing, commenting, and viewing statistics.

Employee Handbook

Create article

GENERAL

Overview

RECRUITMENT GUIDELINES

Equal employment opportunity

WORKPLACE ETHICS

Guidelines on workplace behavior

Overview

The Employee Handbook has been developed to provide general guidelines about policies and procedures for employees. It is a guide to assist you in becoming familiar with some of the privileges and obligations of your employment, including policy of voluntary at-will employment. None of the policies or guidelines in the Handbook are intended to give rise to contractual rights or obligations, or to be construed as a guarantee of employment for any specific period of time, or any specific type of work. Additionally, with the exception of the voluntary at-will employment policy, these guidelines are subject to modification, amendment or revocation at any time, without advance notice.

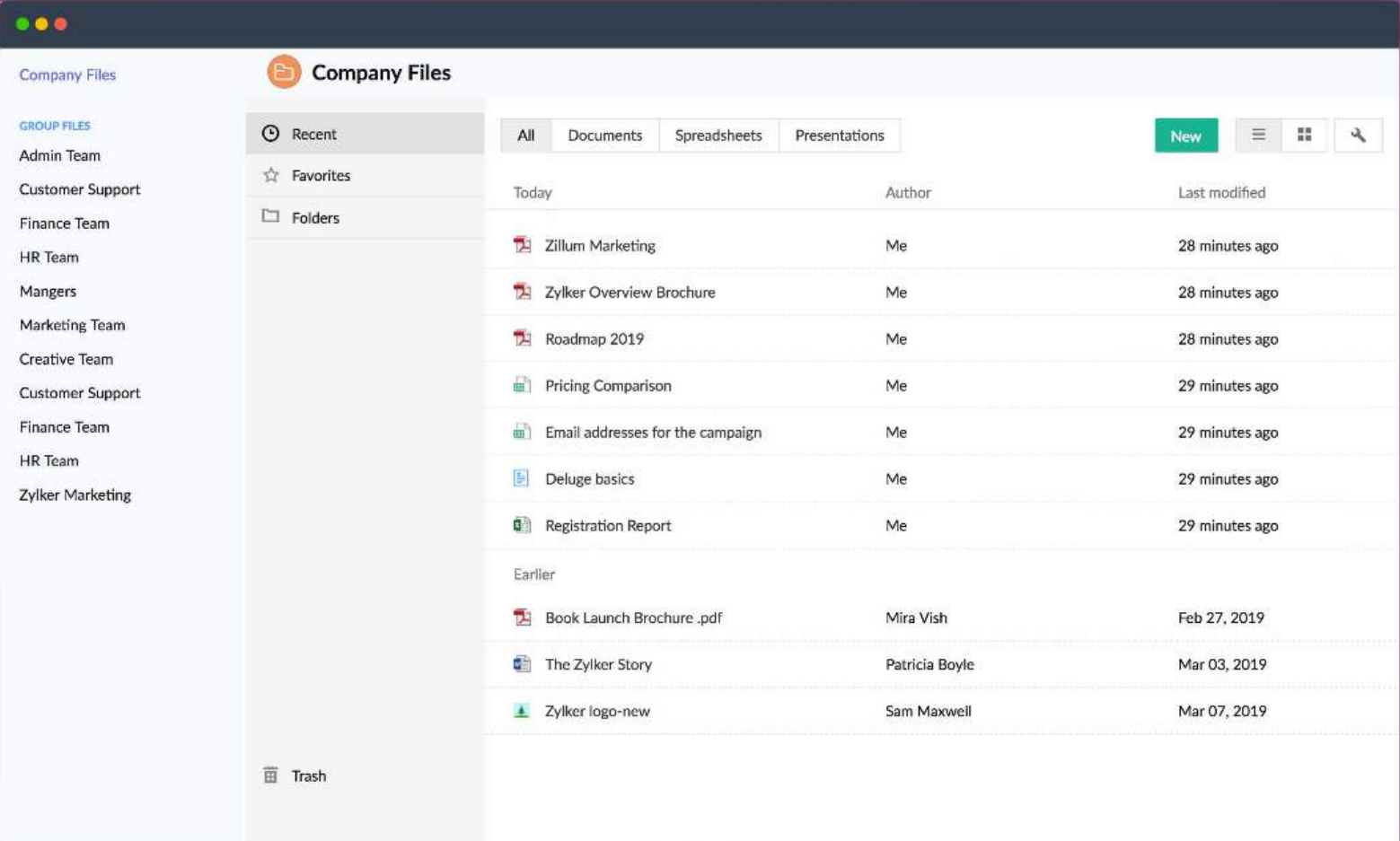
The personnel policies are established by the Board of Directors, which has delegated authority and responsibility for their administration to the Executive Director. The Executive Director may, in turn, delegate authority for administering specific policies. Employees are encouraged to consult the Executive Director for additional information regarding the policies, procedures, and privileges described in this Handbook. Questions about personnel matters also may be reviewed with the Executive Director.

Each individual will be provided a copy of this Handbook upon employment. All employees are expected to abide by it. The highest standards of personal and professional ethics and behavior are expected of all employees. Further, each employee is expected to display good judgment, diplomacy and courtesy in their professional relationships with other members and the Board of Directors, committees, membership, staff, and the general public.

archivos

Mantenga los archivos importantes fácilmente accesibles cargándolos a la aplicación de archivos de su red o dentro de un grupo.

- Cargue archivos desde su documento o desde la nube. Los servicios de archivos compatibles incluyen: Zoho Docs, Google Drive, Box, OneDrive y Dropbox.
- Cree nuevos documentos, hojas de cálculo y presentaciones con el editor de Zoho Docs.



The screenshot displays the 'Company Files' interface. On the left, there is a sidebar with a 'GROUP FILES' section listing various teams: Admin Team, Customer Support, Finance Team, HR Team, Mangers, Marketing Team, Creative Team, Customer Support, Finance Team, HR Team, and Zylker Marketing. Below this is a 'Trash' section. The main area is titled 'Company Files' and features a navigation bar with tabs for 'All', 'Documents', 'Spreadsheets', and 'Presentations'. A 'New' button and utility icons are also present. The file list is organized into 'Today' and 'Earlier' sections. The 'Today' section lists several documents created by 'Me' within the last 28-29 minutes. The 'Earlier' section lists documents from previous days in 2019.

File Name	Author	Last modified
Today		
Zillum Marketing	Me	28 minutes ago
Zylker Overview Brochure	Me	28 minutes ago
Roadmap 2019	Me	28 minutes ago
Pricing Comparison	Me	29 minutes ago
Email addresses for the campaign	Me	29 minutes ago
Deluge basics	Me	29 minutes ago
Registration Report	Me	29 minutes ago
Earlier		
Book Launch Brochure .pdf	Mira Vish	Feb 27, 2019
The Zylker Story	Patricia Boyle	Mar 03, 2019
Zylker logo-new	Sam Maxwell	Mar 07, 2019

Asamblea

Comience una sesión de preguntas y respuestas con toda la empresa, un grupo o con miembros específicos sobre un tema. Agregue expertos sobre el tema existentes en su red para que respondan a las preguntas en calidad de panelistas.

The screenshot shows a Q&A session interface for a topic named "Product Marketing". On the left is a sidebar with navigation options: "Dashboard", "Ongoing Sessions", "Upcoming Sessions", "Completed Sessions", and "Bookmarked Questions". At the bottom of the sidebar is a button labeled "New Town Hall". The main content area has a header with the topic name "Product Marketing", a user name "Gopal Sripada" and timestamp "20 Feb, 11:29 AM", and a "Follow" button with a notification icon. Below the header are filters for "All", "Unanswered", and "Answered", along with a "Recent" dropdown. The main area displays two questions:

Question 14

Guest#5 21 Feb, 04:18 PM
What are the responsibilities of Central Marketing Team?
As an outsider to how our marketing works, I'm curious of the roles and responsibilities in our central marketing team.

▲ 1 ▼ 0 1 Answer

Question 13

Guest#7 21 Feb, 11:21 AM
The content marketing question
Personally, I am a huge believer in the value of content marketing and it's effectiveness in bringing visibility to any product. But how do I convince the higher-ups that investing time and effort into content will bear fruit in the long-term as opposed to just running ads and filling the lead bucket?

I am not against running ads. But I do believe that investment in content will be more effective in the long term and establish credibility for the product as an expert in their market.

Eventos

En reuniones de equipo u otras citas, cree un evento e invite a las personas a formar parte del mismo.

- Vea una lista de todos los próximos eventos en la vista de calendario.
- Usando nuestras integraciones de Zoho Calendar y Google Calendar, sincronice eventos en Zoho Connect con sus calendarios de Zoho o Google.
- Para los eventos que ocurren periódicamente, como las reuniones de revisión semanales, use la opción de evento repetido.

The screenshot shows a calendar application interface for March 2019. The top navigation bar includes a 'TODAY' button, navigation arrows, the month 'March 2019', and view options: 'Month', 'Week', 'Day', 'List', and a plus sign for more options. The left sidebar is titled 'All Events' and contains several sections:

- Private Events:** Includes 'Company Events' (checked) and 'Shared with Me'.
- GROUP EVENTS:** Lists various teams and departments with checkboxes:
 - Creative team (checked)
 - Zylker Marketing
 - Engineering
 - Marketing Team (checked)
 - Feature development
 - Sales Team
 - Campaigns
 - Usability Engineers
 - Sales and Strategy
 - Netherlands
 - Sales team calls

The main calendar grid shows the following events:

- Monday, 11th:** Team Meeting (grey bar)
- Wednesday, 13th:** Sales Presentation (blue bar, 1 PM)
- Thursday, 14th:** Training for new hires (yellow bar, 9 AM)
- Friday, 15th:** Beta Release (teal bar, 9 AM)
- Saturday, 16th:** Sales Presentation (blue bar, 1 PM)
- Sunday, 17th:** Team Meeting (grey bar)
- Monday, 18th:** Team Meeting (grey bar)
- Tuesday, 19th:** Discussion on SEO (pink bar, 11 AM)
- Wednesday, 20th:** Discussion on SEO (pink bar, 11 AM)
- Thursday, 21st:** Beta Release (teal bar, 9 AM)
- Friday, 22nd:** Beta Release (teal bar, 9 AM)
- Saturday, 23rd:** Beta Release (teal bar, 9 AM)
- Sunday, 24th:** Team Meeting (grey bar)
- Monday, 25th:** Team Meeting (grey bar)
- Tuesday, 26th:** Team Meeting (grey bar)
- Wednesday, 27th:** Interviewing candidates (blue bar, 1 PM)
- Thursday, 28th:** Interviewing candidates (blue bar, 1 PM)
- Friday, 29th:** Interviewing candidates (blue bar, 1 PM)
- Saturday, 30th:** Interviewing candidates (blue bar, 1 PM)
- Sunday, 31st:** Partner Meetup (blue bar, 9 AM)
- Monday, 1st:** Partner Meetup (blue bar, 9 AM)
- Tuesday, 2nd:** Partner Meetup (blue bar, 9 AM)
- Wednesday, 3rd:** Partner Meetup (blue bar, 9 AM)
- Thursday, 4th:** Partner Meetup (blue bar, 9 AM)
- Friday, 5th:** Partner Meetup (blue bar, 9 AM)
- Saturday, 6th:** Partner Meetup (blue bar, 9 AM)

Canales

Cree un chat grupal en tiempo real para discutir y tomar decisiones más rápidas. También puede iniciar un chat individual con cualquier miembro de su red.

- Cree canales para que sus equipos mantengan debates en tiempo real.
- Asocie un canal con cualquiera de sus grupos de Connect para mantener a los miembros sincronizados.
- Comuníquese con cualquier miembro de su red a través de la práctica barra de chat inteligente.

The screenshot displays a Slack workspace with three channels open in a row. On the left is a sidebar with channel lists. The first channel, #Marketing strategies (5 participants), shows a conversation about feedback for a collaboration event, with a user named Lewis-Marketing suggesting a ZylCal Tips series on Twitter. The second channel, #Zylker Enterprise Support (29 participants), features a discussion about updating FAQs and a request for design feedback on a page. The third channel, #Announcements (81 participants), contains two messages: one announcing a new publishing tool launch and another thanking team members for their efforts. Each channel view includes a header with the channel name and participant count, a message history, and a bottom input area with a paperclip icon for attachments and a smiley face for emojis.

PERSONAL CHANNELS

- Online Ads
- Expedited Content Review
- Marketing strategies
- Travel Desk
- Internal Support
- Sales Deals
- Testing Team
- Product Design
- Strategy Ideation
- Marketing Campaigns

ORGANIZATION CHANNELS

- Zylker Enterprise Support
- Development
- Internal IT
- Announcements
- Job Openings
- Invoice
- Analytics
- Site Monitoring
- ZylkerHackathon - Code Fest
- + New Channel

#Marketing strategies (5 participants)

ahead. 😊

01:54 PM

Would love to get some feedback for the ideas planned for the collaboration event!

01:55 PM

Lewis-Marketing

Good idea, Scott! 🙌

02:24 PM

You

How about a ZylCal Tips series on Twitter?

02:32 PM

Lewis-Marketing

Audience?

02:33 PM

Let's target users who are currently on board?

You

That's the idea, Lewis!

Actions

#Zylker Enterprise Support (29 participants)

You

<https://forums.zylkersupport.com/faqs>

Guys, we should keep updating our FAQ's regularly. This will help our support teams solver queries quickly.

04:11 PM

@Olivia - Marketing Research Analyst

[Analyst](#) Can you please look into the design of this page as well? We should categorize this in a better way.

04:12 PM

Olivia - Marketing Research Analyst

Sure, Scott. 👍

@Scott We've been receiving a lot of integration requests off late, would be better if we have a dedicated resource to track this and take it across to the product team.

Actions

#Announcements (81 participants)

You

Hi Everyone!

12:32 PM

We're excited to announce the new release of our publishing tool It'll be launched on the 20th of this month!

We have an internal trade show coming up, where you can get a sneak peek of the product and how it will be used.

12:33 PM

Special thanks to [@LJung - PM](#) and [@Emma - Developer](#) and team for their continuous effort.

We've a long way to go!

🌙 1 🍕 1 🙌 1 🙏 1 🙌 1 🙏 1

12:34 PM

31 Dec 2018

Actions

Aplicaciones personalizadas

Cree aplicaciones simples basadas en formularios para ayudarlo a recopilar datos de su equipo. Por ejemplo, podría crear un formulario de incorporación para registrar los detalles de los nuevos miembros. Tenemos una lista de aplicaciones predefinidas que puede instalar y usar de inmediato.

- Con Zoho Creator puede crear formularios fácilmente arrastrando y soltando.
- Configure un flujo de trabajo para automatizar un proceso. Puede configurar la aplicación para que le envíe un correo electrónico cada vez que un miembro complete y envíe un formulario.
- Vea informes sobre los datos recopilados.

Company Apps

GROUP CUSTOM APPS

- Creative Team
- Customer Support
- Finance Team
- HR Team
- Zylker
- Zylker Marketing

Appointment Booking App

Dashboard ▾ Staffs ▾ Settings ▾ **Book Appointment ▾** Staff Homepage ▾ Customer ▾ +

Appointment Booking

Branch * Medical ▾

Service * General ▾

Staff Name * Dr. Brianna Wilson ▾

Customer Details

Customer Name * John Smith

Customer Email john.smith@zylker.com ✉

Customer Number * 4155708874

Schedule Date Time * 04-Apr-2019 15:30:00 📅

Schedule upto 04-Apr-2019 16:15:00 📅

Book Appointment Reset

Foros

Los foros actúan como un espacio de discusión de la comunidad interna, donde los miembros de la red pueden hablar en detalle sobre temas específicos. Todos los miembros de la red pueden acceder a los foros, y cualquier miembro puede participar en una discusión.

- Comuníquese con todos los miembros de su red en un solo paso publicando una nota en el foro.
- Nuestro editor de texto enriquecido le permite incrustar imágenes y videos para dar más contexto a la publicación.
- Cree categorías para organizar las discusiones del foro.

The screenshot shows a forum interface with a sidebar on the left containing navigation options like 'Recent Posts', 'Posts I Follow', 'Dashboard', 'My Posts', 'My Drafts', 'Bookmarks', and a 'CATEGORIES' section with various topics such as 'Business Development', 'Communication & Soft Skills', 'Engineering Related', 'Finance', 'Food', 'From CEO's Desk', 'HR', 'Marketing', 'Sales and Pre-Sales', 'Technology News', and 'Others'. A 'New Category' button is at the bottom of the sidebar.

The main content area is titled 'Recent Posts' and lists several posts. The selected post is 'Zyker Corp. Sales Report - Share' by Revanth, dated 04 Jan 2019, categorized under 'BUSINESS DEVELOPMENT' and 'MARKETING'. The post content includes a title 'Zyker Corp. Sales Report', a greeting, a paragraph about the report's scope, and a bar chart titled 'Amount of Sales per Channel and Country (last year)'. The chart shows sales figures for five channels (Desktop, Deploy App, Other, SDC, SEO) across six countries (Algeria, Belgium, Canada, Netherlands, United Kingdom, United States).

Engagement metrics for the post are shown on the right: 85 likes, 22 comments, and 118 views.

Zyker Corp. Sales Report

Hello everyone, below is the annual sales report for Zyker Corporation for the financial year, 2018.

We have compiled the report keeping all the partner commissions, marketing ROI and other channel sales into consideration. Please go through the report and let us know your views.

To start with, lets look at some figures from the last year sales report.

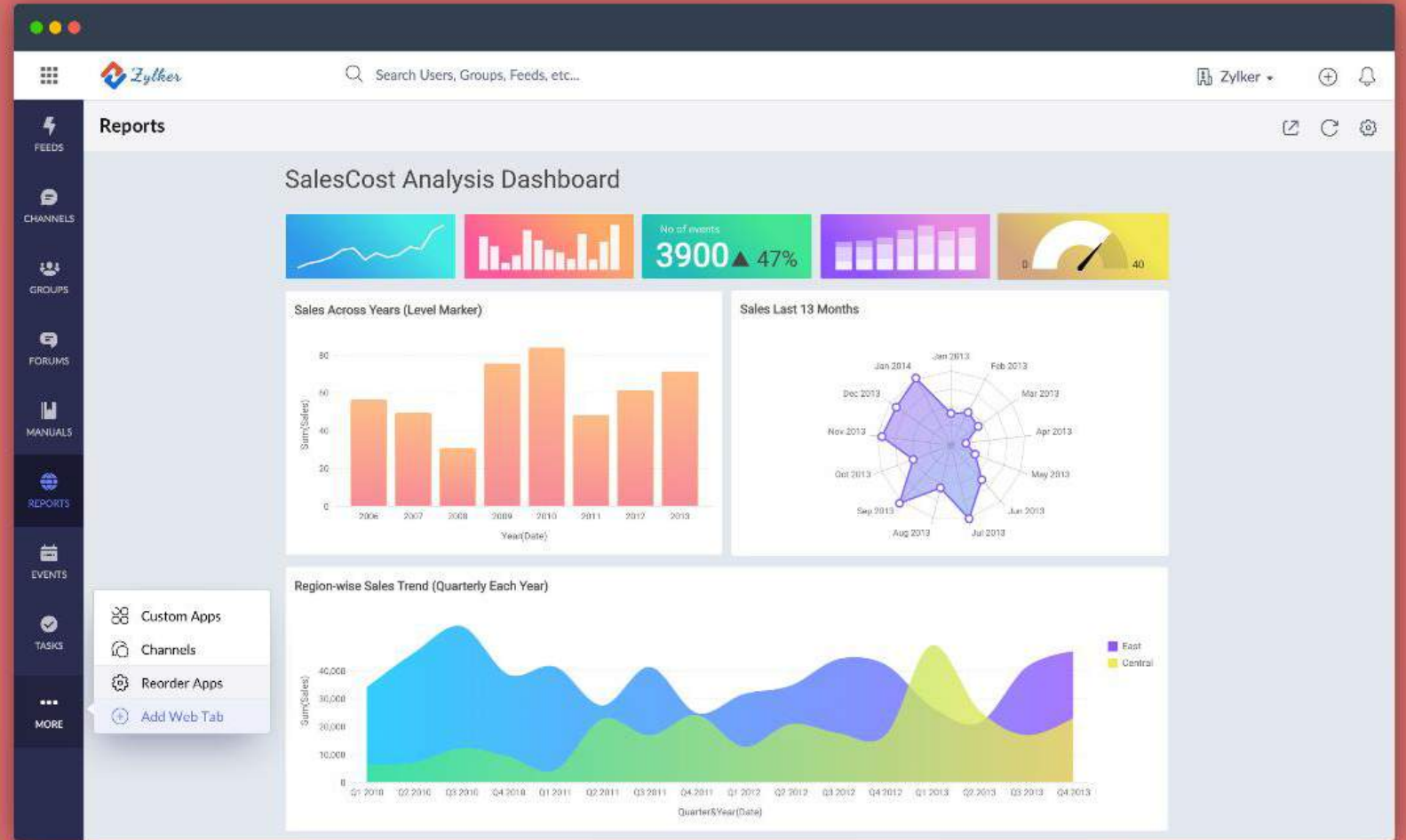
Amount of Sales per Channel and Country (last year)

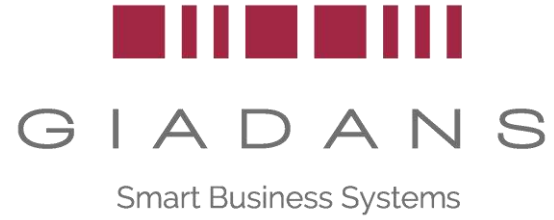
Channel	Algeria	Belgium	Canada	Netherlands	United Kingdom	United States
Desktop	140	145	135	130	135	140
Deploy App	180	135	150	125	130	140
Other	150	155	210	195	160	170
SDC	180	205	240	170	235	240
SEO	170	155	165	195	145	185

Pestaña web

Agregue pestañas para los sitios web a los que sus equipos accedan con frecuencia y haga un seguimiento de ellos sin salir de Zoho Connect. Puede configurar pestañas de sitios web en la página Integraciones, o en el menú del lado izquierdo o dentro de un grupo.

- También se puede agregar pestañas para los sitios web o aplicaciones web que permiten cargar su contenido en otra aplicación.
- Los administradores de red pueden crear pestañas web a nivel de red a las que pueden acceder todos los miembros. Las pestañas web creadas a nivel de red se agregarán al menú de navegación del lado izquierdo.
- También se pueden agregar pestañas web dentro de un grupo, y aparecerán en forma de pestaña dentro del grupo. Estas pestañas serán visibles para todos los miembros que tengan acceso al grupo.





Contáctanos

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