Tips & Tools to support not for profits in transitioning to working from home

Connecting Up

techsoup

NEW ZEALAND

CONNECTING UP

Connecting Up is a not-for-profit organisation. Our purpose is to help fellow not-for-profits leverage the digital world to positively impact their communities. The digital world is expanding beyond IT software-hardware and digital marketing to new innovative service delivery and measuring social impact.

Connecting Up believe that not-for-profits with the right tools and skills can and do achieve great things for their communities. We have a long history of affordable software, hardware, educational events and group consulting. We partner with over 40 organisations to deliver high quality products and services specifically meeting the unique needs of the not for profit sector.

Today's presenter:

Eric joined Connecting up in 2015. He has worked with the Customer Support team for 2 years and has since moved into the role of Account Manager with the Business Development team. Eric has extensive knowledge of the donations and discounts program including eligibility, products and services and is the go-to person for all the tricky questions in the office!

What's being covered:

- Remote work resources available through Connecting Up and TechSoup New Zealand
- Demonstration of my 'work from home' tech setup
- Q+A
- Links to further resources

Products and Services

WWW.CONNECTINGUP.ORG

Microsoft Office 365 and Microsoft 365

Office 365 can provide you and your staff with:

- **The latest Office desktop applications for PC and Mac**
- **Cloud-based access to Office applications**
- **Hosted email and calendars with Exchange Online**
- **Instant messaging and web and video conferencing through Microsoft Teams**
- **Access to your documents from anywhere with OneDrive for Business**
- **Collaborate on and manage shared documents and information with SharePoint Online**

Questions about Office 365? Request a consultation [here](#).

Zoom

Zoom Meetings software does exactly what it says on the tin:

- run video conferences, presentations and webinars
- share your screen and chat with colleagues
- Easily invite guests to join (you can password protect your rooms)
- Runs on desktop and mobile

Pay an admin fee and get 50% off of Zoom's current rates for their **Pro** (max 9 hosts) or **Business** (max 49 hosts) plans if you're a Connecting Up member. TechSoup NZ members have access to this too; the Pro link is **here** and the Business link is **here**.

This offer is most cost-effective at 2+ hosts, so review the savings tables before ordering!

Google for Nonprofits

Google's non-profit cloud offer includes:

- **Google G-Suite basic, with hosted email, cloud file storage with Google Drive, online messaging and conferencing with Google Hangouts**
- **$10,000 USD/month of in-kind advertising for text ads through Google's AdWords program**
- **YouTube non-profit account**
- **Google Maps platform credits**

Want more information? Want to apply? Check out Google's page [here](#) for next steps.

Google for Nonprofits

Asana

Asana is online collaborative work management software that helps teams coordinate and manage their work.

You can use Asana to project manage, make a personal to-do list, conduct team chats, stick to deadlines, monitor team workload, and much more.

Pay and admin fee and get 50% off of either the Premium or Business plans (min. 5 users). Check out the savings table **here** if you're a Connecting Up member and **here** if you're a member of TechSoup NZ.

Box

Dedicated online file-sharing application. Store documents and sensitive information in the cloud and easily share with both colleagues and external users as necessary.

Box integrates with Office 365, Google Docs, Salesforce and more. For those with requirements for Australian data residency, Box have you covered (unfortunately not NZ at this time).

You can get a perpetual, 10-user licence for $127 ex GST AUD or $140 ex GST NZD

Click here for Connecting Up members and here for TechSoup NZ members.

Slack

Slack is a team messaging tool and collaboration tool. You can chat with people in shared channels, directly or in ad-hoc groups. You can also make calls, share files and it integrates with other tools like Zoom and Google Docs.

Slack is easy to pick up and is a great tool for having a quick and productive conversation (or for sharing jokes!).

Slack have a non-profit offer that you can request through them directly [here](#).

TeamViewer

Need to provide IT support remotely? TeamViewer is a well-known remote-access tool which can help you troubleshoot technical issues your colleagues might be having and let you control their PC without you having to be there with them.

It also includes online meeting tools (albeit somewhat more limited in scope, 5 users max).

TeamViewer have both a donated and discounted offer.

Connecting Up members can access a TeamViewer licence for $89 ex GST here and the discounted offers here.

For TechSoup NZ members, the donated offer is $99 ex GST and the discounted offers are here.
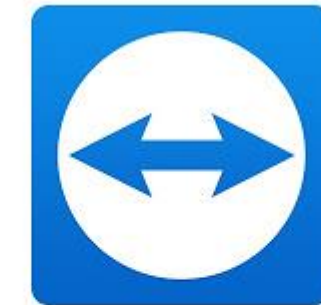
Anything else?

There are plenty of other online or cloud-based applications available through the program. While these aren't necessarily 'team-based' applications like the above, they may still prove useful for the remote worker.

- Adobe
- Amazon Web Services credits
- Blackbaud
- Calxa
- ClickTime
- FlareHR
- Little Green Light
- ManageEngine
- MYOB
- Process PA

	Free			**Discounted**
Messaging	Teams (in Office 365)	Hangouts (in G4NP)	Slack (<250 users)	Slack (250+ users) **85% Discount**
Online conferencing	Teams (in Office 365)	Hangouts (in GSuite)		**ZOOM** **Pro (2-9 hosts)** Admin fee + 50% Zoom's current rates **Business (10-49 hosts)** Admin fee + 50% rates as above
Collaboration	Office Online (in Office 365)	GSuite (in G4NP)		**DocuSign** **Standard** (Perpetual license) **Business Pro** (50% discount) Admin fee + 50% rates
File storage & sharing	OneDrive & SharePoint (in Office 365)	Google Drive & Share Drive (in G4NP)		**box** Box Starter Kit
Misc	Canva Pro	Kintone (50 users) **USD 300/year**	AWS USD 2,000 credits	Raklet Premium/Pro/Essentials

Upcoming COVID-19 webinars and training

Everything you'll need for a seamless transition to remote work, presented by LogMeIn – Wed 8 April, 11am AEST/ 1pm NZST. Register at CU / TSNZ.

Transitioning to Remote Work – Teams Quickstart with Microsoft, presented by Microsoft – Thu 9 April, 1pm AEST/ 3pm NZST. Register at CU / TSNZ.

How to optimize your digital events in a time of digital crisis, presented by Nationbuilder – Fri 17 April, 11am AEST/ 1pm NZST. Register at CU / TSNZ.

Key security measures for NFPs implementing remote work, presented by the IT Team – Tue 21 April, 11am AEST / 1pm NZST. Register at CU / TSNZ.

You can also register on our learning management system for some free, self-guided courses on remote work and how to handle security and better use common applications like Teams, Outlook, Sharepoint. These are normally paid courses but are currently free here - https://techsoup-au.course.tc/catalog/track/pivoting-to-remote-work-covid-19

Resources:

For an updated list of COVID-19 related technology resources (including tech offers, training, information and other resources), please check out the brilliant list our marketing co-ordinator Sam has put together.

Connecting Up: https://www.connectingup.org/page/covid-19-nfp-resources?utm_source=connecting_up&utm_medium=main_slider&utm_campaign=covid-19_resources

TechSoup NZ: https://www.techsoup.net.nz/page/covid-19-nfp-resources?utm_source=techsoup_nz&utm_medium=main_slider&utm_campaign=covid-19_resources

For general support for our donations and discounts program (e.g. registration, placing orders etc.) contact our fantastic Customer Experience team at:

customercare@connectingup.org or call 1300 731 844 – Connecting Up

Or

support@techsoup.net.nz or call 09 8870 291 – TechSoup New Zealand

Please note – we cannot provide technical/product support. Each partner specifies the level of support available for their products (if any).

For more information contact:

Eric Jenkins at:
accountmanager@connectingup.org or on
+61 8 7444 5011 / +64 9 8870 291