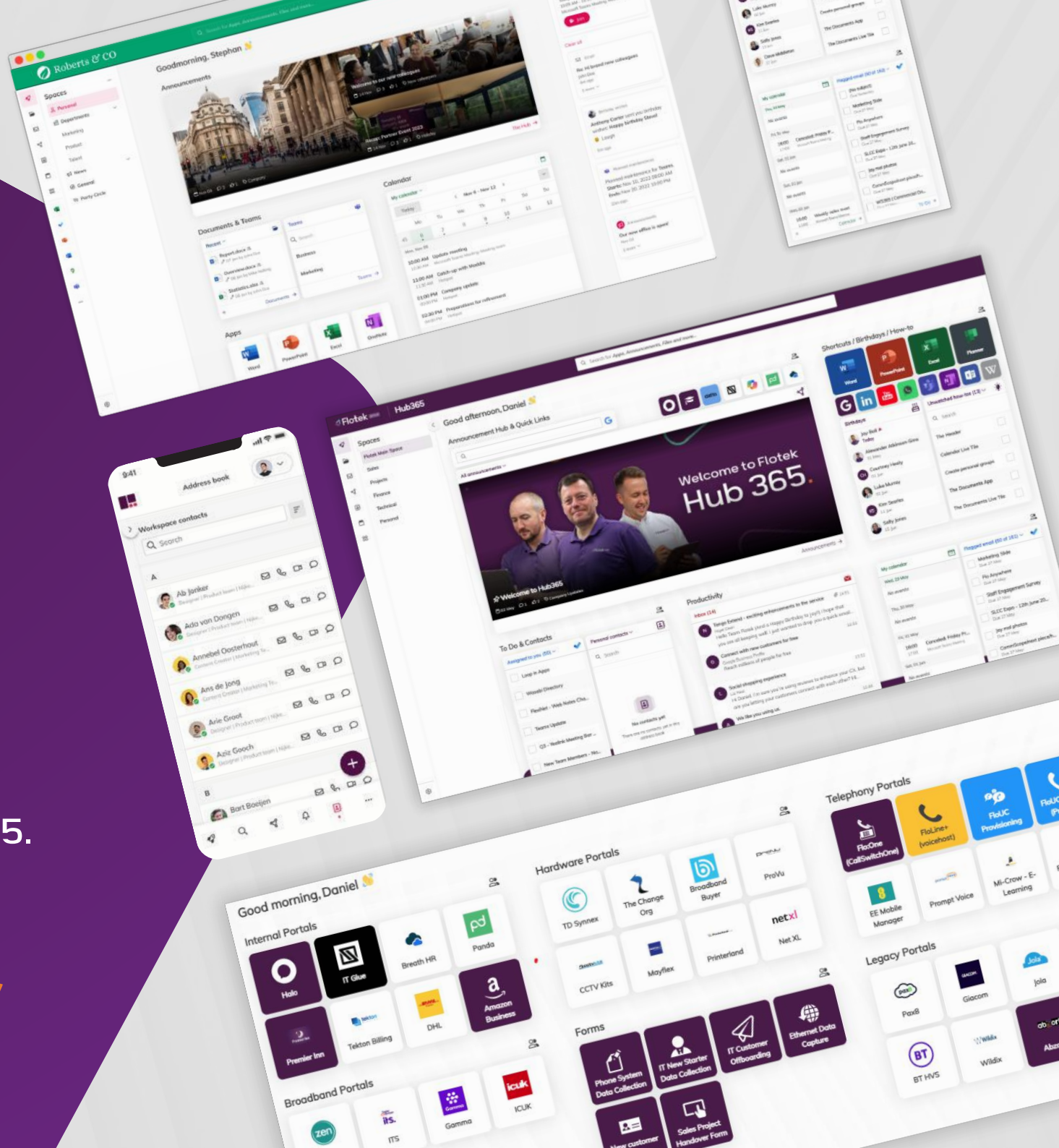




# Hub365

Powered By  Flotek group

Explore the benefits of a customised intranet for your business, fully integrated to Microsoft 365.



# What is Hub365?

**At Flotek, we believe in simplifying the digital environment to help employees unlock their ultimate work focus.**

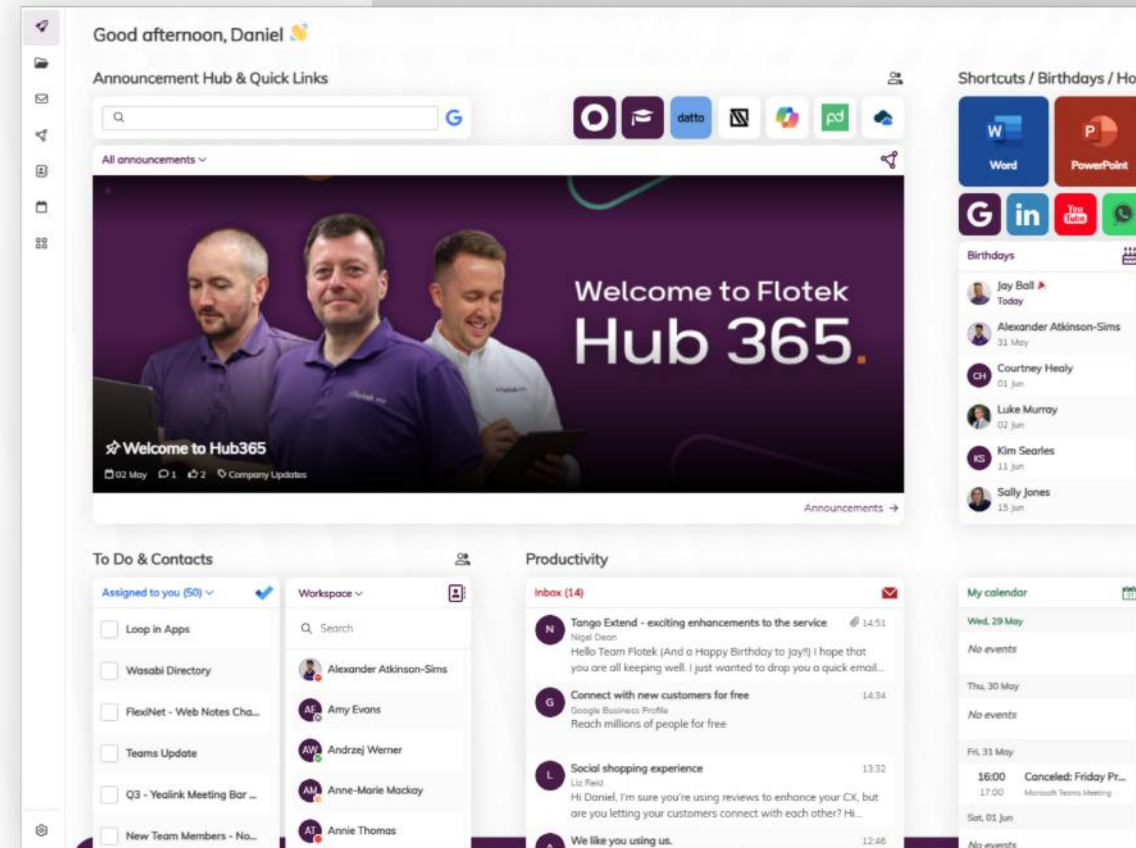
Our personalised digital workspace provides a centralised Intranet to all your necessary **applications, company information, Website Shortcuts, OneDrive & SharePoint Company Documents.**

We integrate legacy and cloud applications into one interface, enhancing collaboration and creating a unified digital experience.

**With HUB365, you can access your workspace from anywhere, at any time, and on any device by using your existing Microsoft Login.**



Sign in with your Microsoft 365 Account



# All In One Platform: Like Never Before

## The Future of Digital Employee Experience (DEX)

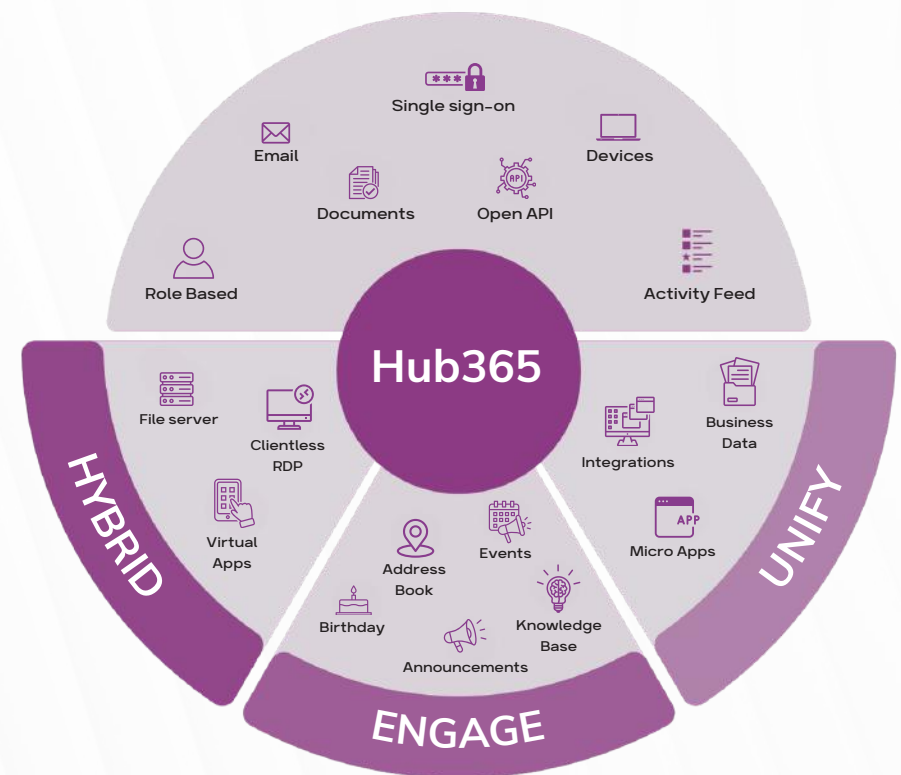
Your technology experience impacts **job satisfaction**, **employer perception**, **engagement**, **productivity**, and **proficiency**. The Digital Employee Experience (DEX) is now fundamental to working life.

## But What Makes a Great DEX?

We believe it combines **workflow**, **productivity**, **communication**, **collaboration**, **HR**, and **self-development**.

With the rise of remote and hybrid work, **Hub365** has a robust foundation for future developments.

**Hub365** continues to work on optimising your Digital Employee Experience.



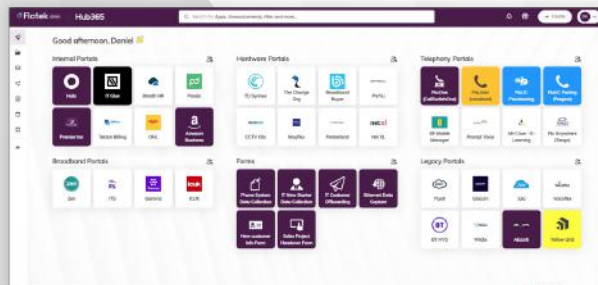
# Tailored Business Dashboard: Your Enterprise, Personalised.



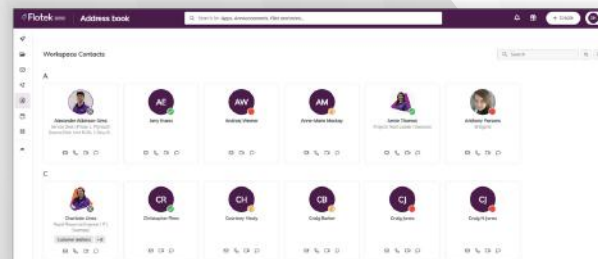
**Streamline Your Workflow with a Custom Dashboard.**

Get instant access to your **favourite apps**, **essential links**, and tools like **holiday bookings** or **vehicle checks**.

Personalise **your view** with a shared calendar or your own upcoming day, or maybe even see a shared email inbox for incoming orders, **you decide**.



Share **company updates & news** with auto login pop-ups, or launch Microsoft Office apps swiftly with one click, and view all your PowerBI insights—all from one screen.



Simplify team onboarding, manage tasks, and create custom personal dashboards. It's **your business hub**, designed to put everything at your fingertips—effortlessly.

Available on Android & iOS



# A Closer Look at Hub365

The screenshot displays the Hub365 interface for 'Roberts & CO'. The interface is divided into several sections:

- Left-hand Side Navigation:** A vertical sidebar on the left containing icons for Spaces, Personal, Departments, Marketing, Product, Talent, News, General, and Party Circle.
- Prominent Position For The Global Search:** A search bar at the top center with the placeholder text 'Search for Apps, Announcements, Files and more...'. An arrow points to this bar from the annotation.
- Edit Your Personal Workspace:** An 'Edit' button located in the top right corner of the main content area. An arrow points to this button from the annotation.
- Discover What's New In Your Digital Workspace:** An arrow points to the top right corner of the interface, highlighting the 'Create' button and the user profile icon.
- Manage Your Settings:** An arrow points to the user profile icon in the top right corner.
- Dedicated page for the Hub:** An arrow points to the 'Personal' space in the left-hand navigation sidebar.
- Enhanced Address Book:** An arrow points to the 'Departments' section in the left-hand navigation sidebar.
- Calendar App:** An arrow points to the 'Calendar' icon in the left-hand navigation sidebar.
- Frequently Used Apps:** An arrow points to the 'Apps' section at the bottom of the interface, which includes icons for Word, PowerPoint, Excel, and OneNote.
- Optimal Use of Space:** An arrow points to the 'OneNote' icon in the 'Apps' section.
- Activity Feed:** A section on the right side of the interface showing a list of updates, including 'Update meeting', 'Re: Hi brand new colleagues', 'Birthday wishes', and 'Planned maintenances'. An arrow points to this section from the annotation.
- Pin or Unpin Your Activity Feed:** An arrow points to the 'Pin' icon in the top right corner of the Activity Feed section.
- Simplify Your Own Workflow With The Activity Feed:** An arrow points to the 'Join' button in the 'Update meeting' card in the Activity Feed.

The main content area displays a 'Goodmorning, Stephan' greeting, followed by 'Announcements' (a video titled 'Welcome to our new colleagues'), 'Documents & Teams' (a list of recent documents and teams), and a 'Calendar' view showing a weekly schedule.

# Announcements, Events & Knowledge Base Combined

**Hub365 lets you communicate and collaborate with your team in one central place.**

Create and manage company announcements, events (online & physical), and a company knowledge base to share best practices across your business.

## Your Options Explained:



### Announcements

Inform your team about news, updates, or changes. Control visibility and comments. Pin announcements, schedule posts, and ensure everyone stays informed.



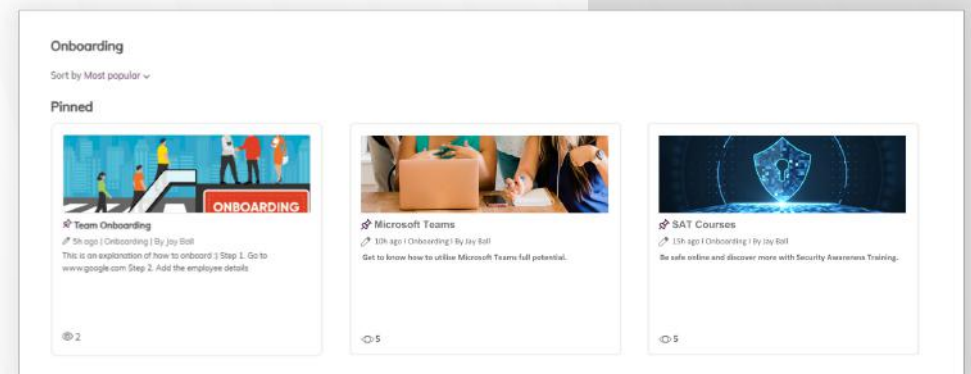
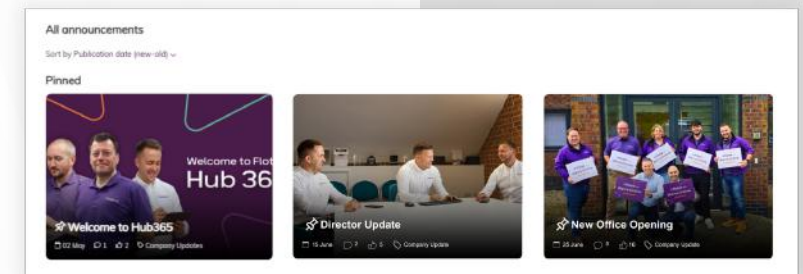
### Events

Invite your team to events like meetings, workshops, or social gatherings. Set date, time, location, and agenda. Track attendance and feedback. Sync with your calendar and get reminders.



### Knowledge Base

Share documents, guides, or tutorials to help your team learn new skills and solve problems. Organise your knowledge base by categories, tags, or keywords for easy search and access. Update and revise as needed.



# All Your Documents In One Place

**Within your new HUB365, you can access all your files across your OneDrive Business account and your SharePoint sites in one convenient location.**

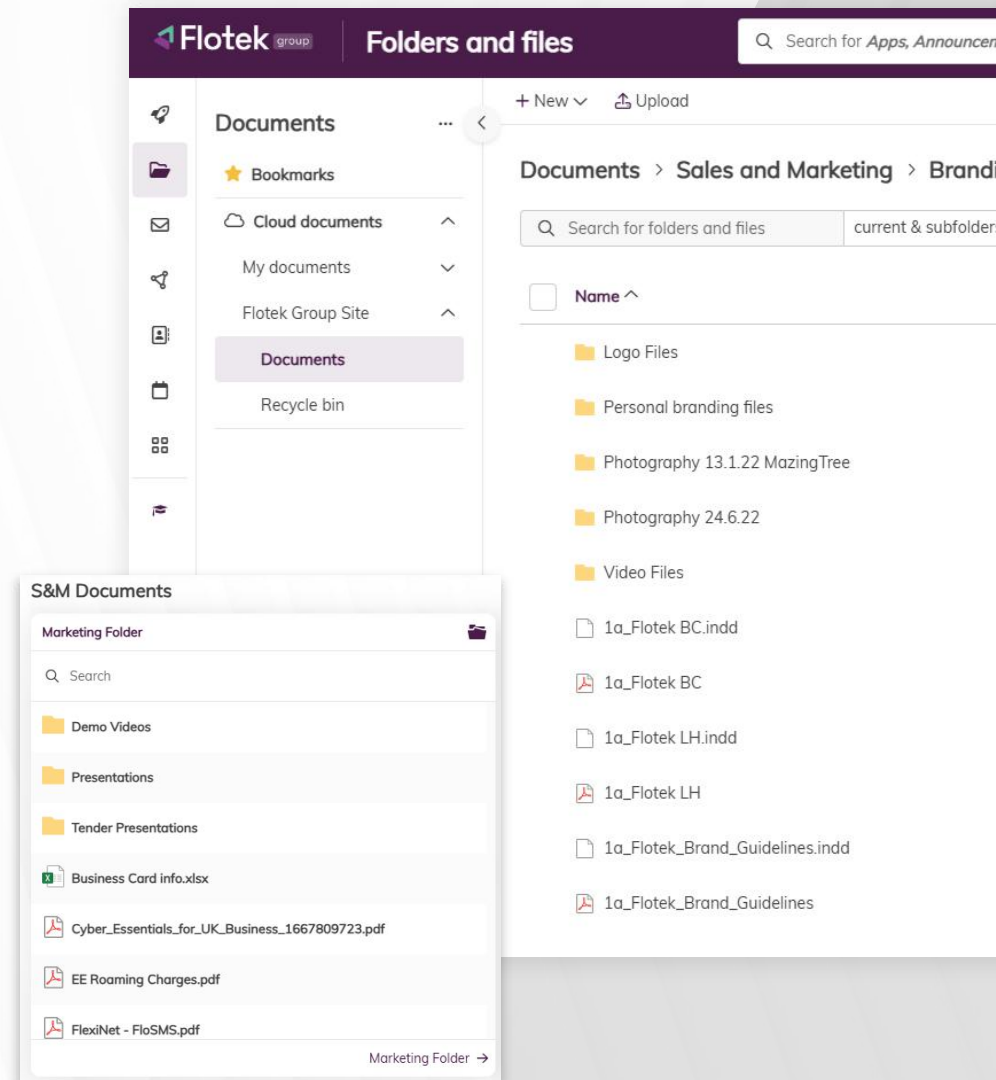
No need to switch between different apps, sites or Onedrive, just browse and open your documents with a few clicks.

You can also choose to open your files in the **local apps on your device**, rather than the online web versions, if you prefer. Just set this as your default option and enjoy the full functionality of the apps you love.

**Still use On-site File Servers?** No problem, connect & view in the same view location.



Forget syncing OneDrive files. HUB365 lets you work directly from the cloud, saving space and time. Easily share files with secure & customisable permissions.



# Efficiency Meets Integration: Your All-in-One Calendar Solution

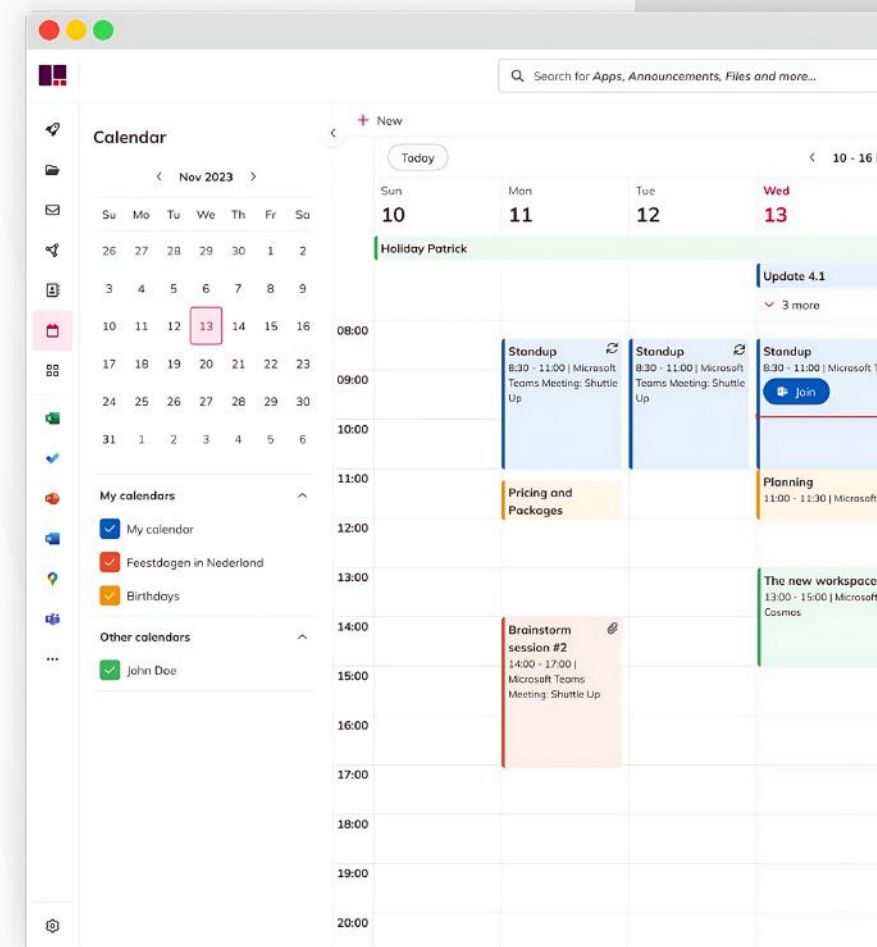
## Streamline Your Scheduling with Our Calendar App.

Effortlessly plan and oversee your appointments, meetings, and tasks with our intuitive Calendar app. Designed to simplify your day, it ensures all your significant dates and activities are easily accessible.

Enjoy the convenience of a fully integrated system where your Email, Address Book, and Tasks converge. Say goodbye to juggling multiple applications like Outlook; our app is all you need.

With our Calendar app, event management is a breeze. Avoid the clutter of numerous emails and reminders, and keep track of attendees with no hassle.

Plus, gain the flexibility to view, modify, or oversee your team's calendars with unparalleled simplicity.



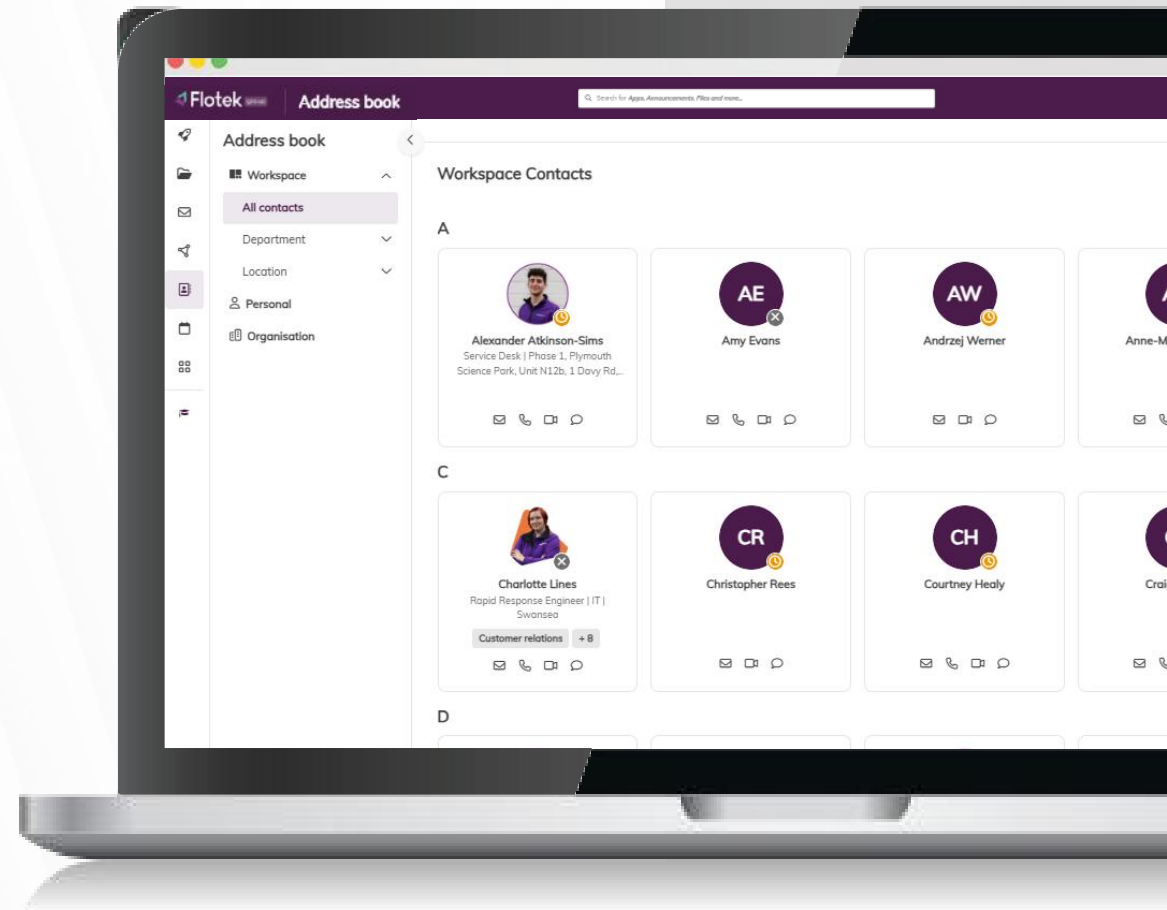
# Connect Your Team With Your Address Book

**Connecting with the right teams and colleagues is now more easier than ever.**

Our User Profile page not only includes skills, projects, interests, and live availability but also features departments and office locations for easy locating employees.

This addition is especially beneficial for **new employees**, facilitating their onboarding process.

They can swiftly identify key personnel, gain insights into their colleagues' roles, and start building their professional network within the organisation from day one.



# Simplified Workflow

**When work is disjointed and disorganised, it becomes challenging to feel productive.**

Time is wasted switching between tasks or applications, and focus is lost, leading to frustration.

However, when you're using an adaptive digital workspace designed for seamless flow, with easy access to everything you need and without unnecessary complications, work feels much less like work.

**It becomes more streamlined, efficient, and satisfying, allowing you to focus on what truly matters. This harmonious integration transforms your work experience, making it more enjoyable and productive.**



# Global Search – Work Smarter

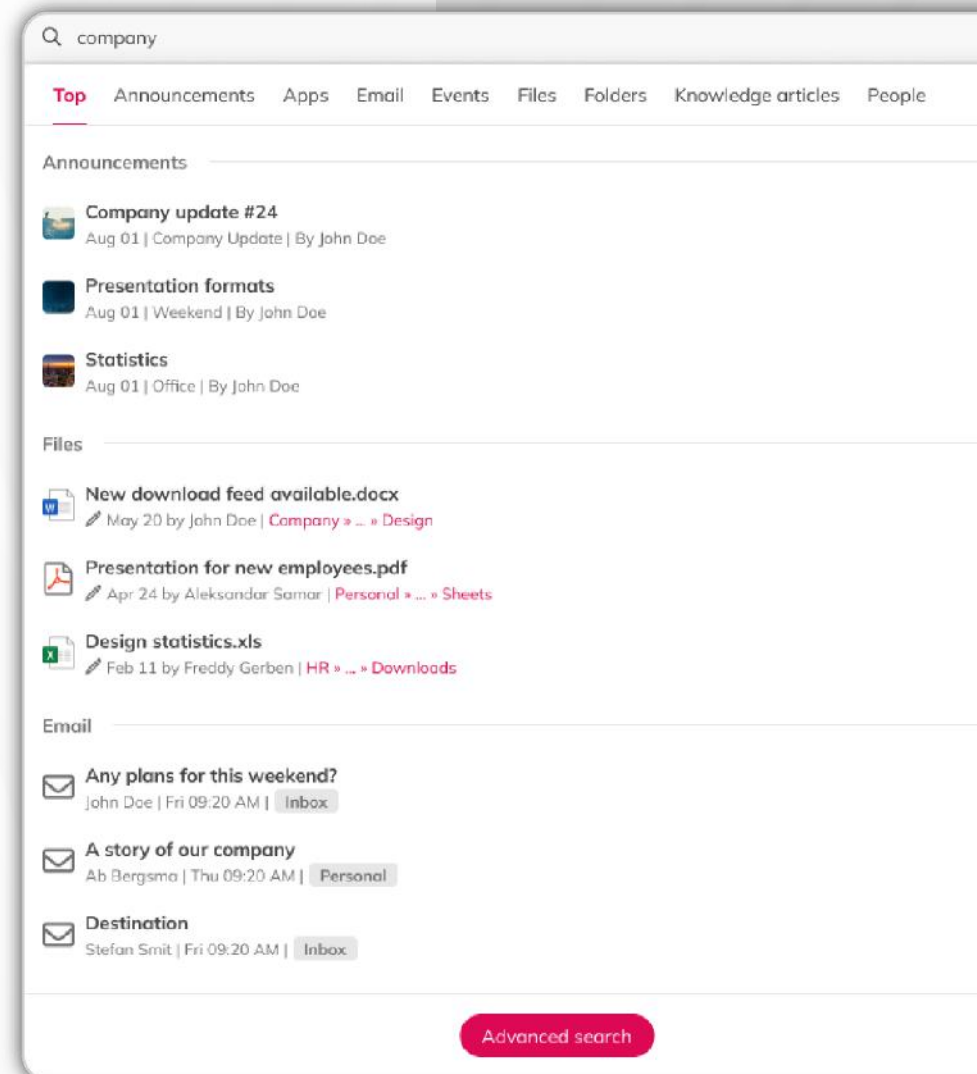
**Our Global Search is an effortless way to find all your information, regardless of location.**

Why waste time navigating between different folders, files, locations or applications?

Global Search has a more prominent position in your digital workspace, and it's getting smarter!,

Instead of you actively searching for information, we learn from your search behaviour and automatically provide you with the right content, regardless of the source. It's like our Global Search knows what you need before you realise it yourself.

**With Hub365 you work smarter, not harder.**



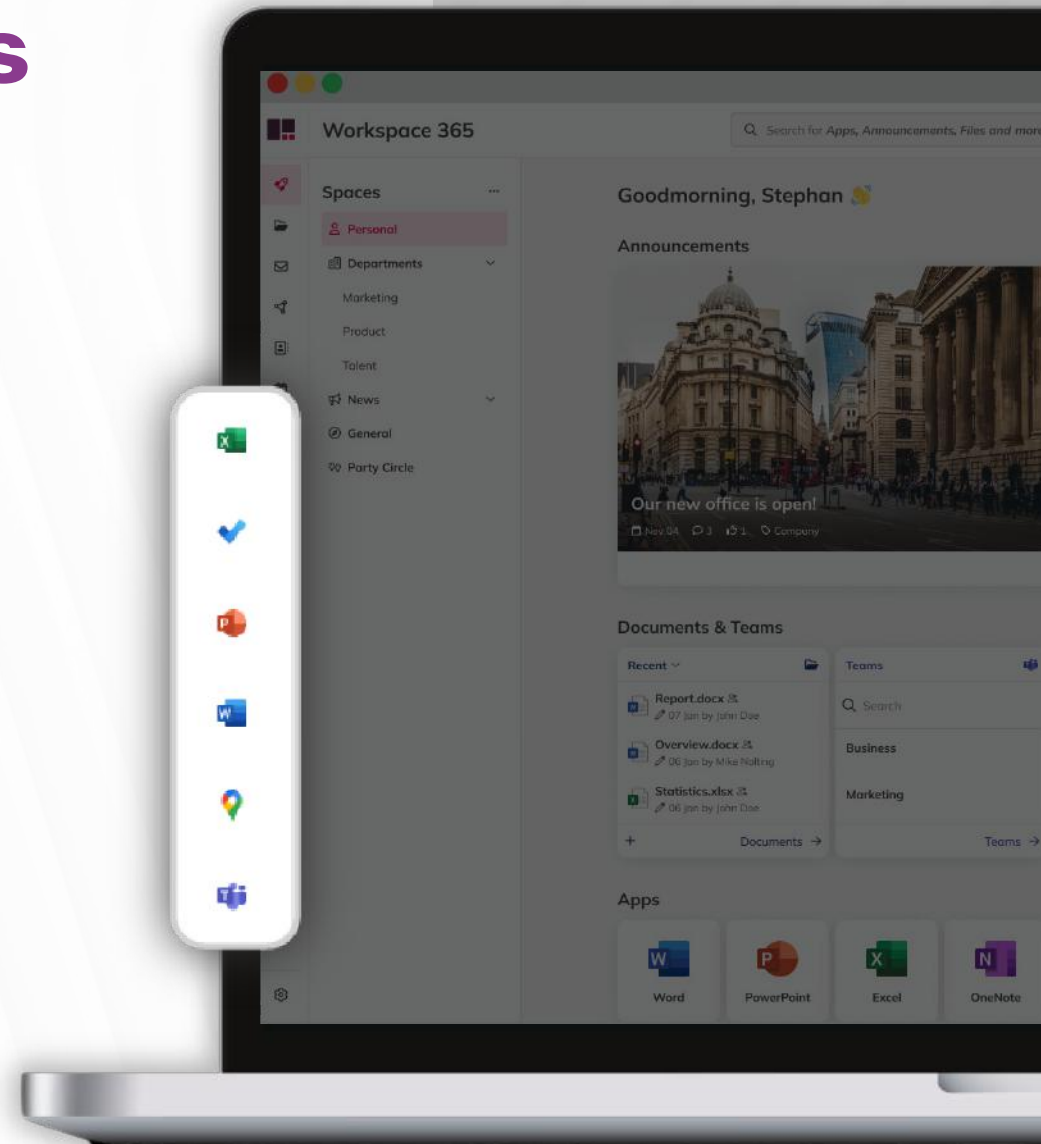
# Quickly Access Your Frequently Used Apps

Enhance your navigation experience with our **Quick Access** feature.

Conveniently located beneath the main applications in the left-side menu, your most-utilised apps are now just a **simple click away**.

Say goodbye to the hassle of hunting down the tools you use daily.

Our **Dynamic Quick Access** adapts seamlessly to your evolving app preferences, ensuring the most relevant applications are always at your fingertips, tailored to your most common tasks.



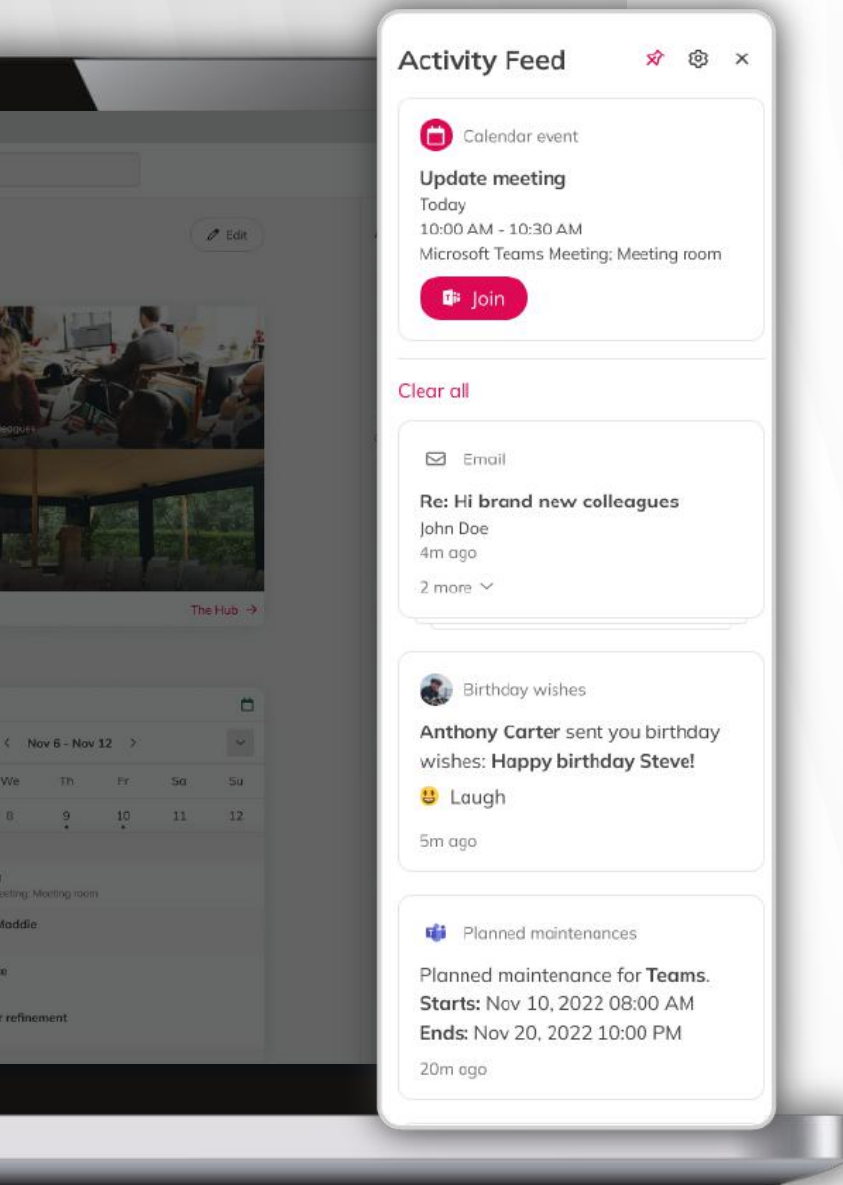
# Work Quick And Smart With The Activity Feed

**With the Activity Feed, you effortlessly stay updated on important notifications and activities.**

This allows you to view and respond to tasks, approvals, and notifications without having to navigate through multiple apps. This saves **valuable time and reduces administrative hassle.**

Within Hub365, the Activity Feed has been given a prominent place, giving you everything in one easy overview.

**Did you know that you can customise the Activity Feed to match your personal interests? This way, you can ensure that you only receive relevant content and updates, tailoring the feed to your specific role and interests.**



# Brand It As Your Own Intranet

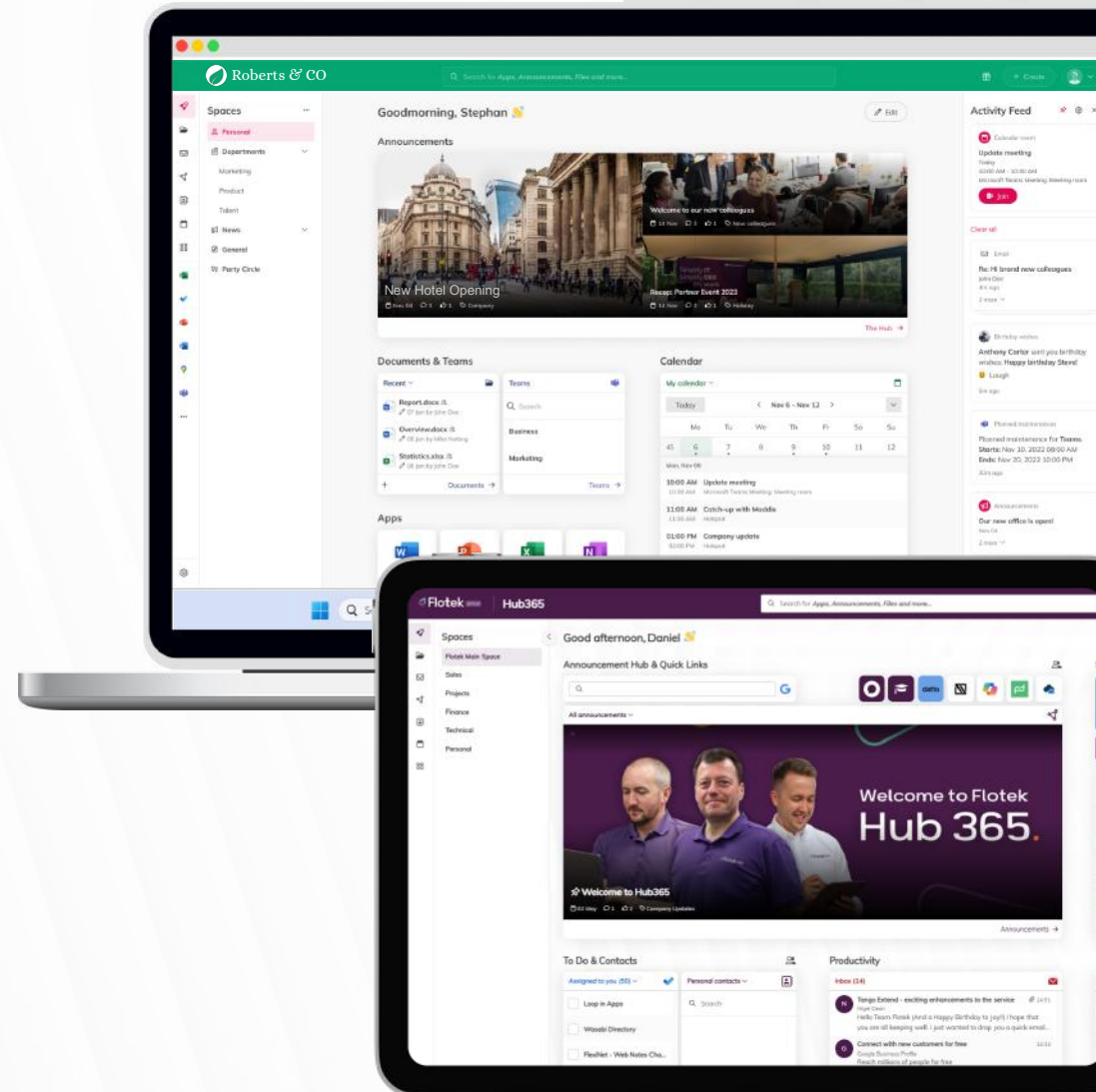
**With Hub365, you can customise your intranet to match your company's identity and culture.**

You can easily change the logo, colours, background, and style of your intranet to make it feel like your own. Your team will love working on a platform that reflects your brand and values.

You can also add a custom domain to your intranet, such as [www.Hub365.yourcompany.com](http://www.Hub365.yourcompany.com), for a small extra one-off fee.

This will make your intranet more accessible and memorable for your team members.

**A custom domain will also enhance your intranet's security and credibility.**



# Get Your Tech Fast, Next-Day Delivery!



SONICWALL



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DrayTek

Lenovo

## Need laptops, desktops, firewalls, or WiFi access points quickly?

We've got you covered! Our next-day delivery service brings thousands of items straight to your team. Just contact our sales team and your tech is on its way—saving you the hassle of searching and the cost of waiting.

We don't just deliver fast; we ensure reliability. Every product comes pre-vetted, ready to integrate seamlessly into your workspace. Trust in our expertise to provide not only the technology you need but the confidence that it all works perfectly. Simplify your tech procurement and focus on what truly matters to your business.

Reach out today for swift, dependable tech solutions!

Email: [Sales@Flotek.io](mailto:Sales@Flotek.io)



### Laptops & Desktops



### High Secure Firewalls



### HP Enterprise Server & Storage

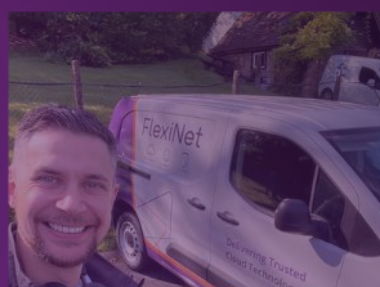
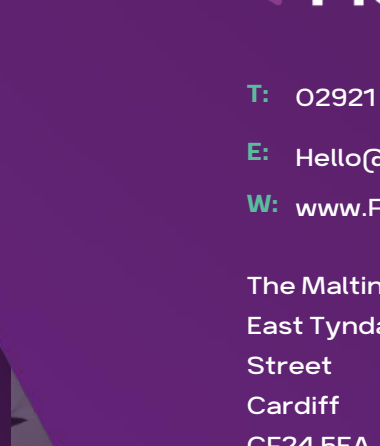
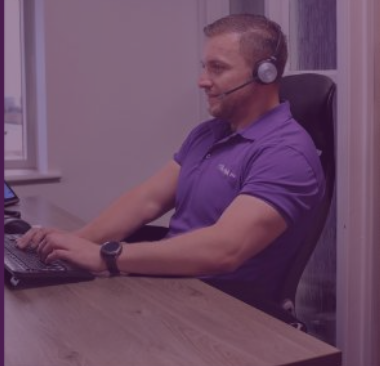


### Data & Fibre Installation



### WiFi and Networking





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