

Welcome to the Modern Office

Here's a fun social experiment. In your next meeting, tell the other participants that you're going to follow up with them by sending out a fax. Then sit back and enjoy their confused expressions.

"A fax?" someone will ask. "What are you talking about?"

Another co-worker will jump in. "Yeah. Just email us."

Records are no longer stored primarily in physical file cabinets. They're housed on servers.

The Times, They Are A-Changin'

It wasn't that long ago that faxing was the dominant form of interoffice communication. And there are isolated incidents where faxing is still the preferred communication method, like in the [medical sector](#).

But the modern office isn't fax-based. In most cases, it's far easier to scan and electronically share a document than to fax it. Which is why it now sounds so antiquated to say you'll fax something. New technology is replacing the old.

Likewise, folks don't send "memos" in the modern office. They send emails. Records are no longer stored primarily in physical file cabinets. They're housed on servers. Even our communication methods have changed as we've come to rely on VoIP phone service and instant messaging.

In short, the modern office runs on technology.

Infused with Technology

It's hard to imagine business in today's world without technology. In fact, businesses of all sizes, from large enterprise-level organizations to small, single-location shops, have come to rely on sophisticated tools. Gartner even reports that "SMBs account for [40%](#) of total IT spending by businesses of all sizes."



Furthermore, technology adoption isn't really an option for small businesses. A recent article in [Forbes](#) makes the case that technology adoption is nothing short of crucial for successful SMBs. Said another way, if your office isn't a modern office, it should be.

And the cornerstone of the modern office is the cloud.

Cloud-based Connectivity and Flexibility

By 2020, cloud-based software solutions are [expected to be the default option](#). Why? Because the cloud super-charges business like few other things can.

Connectivity

Remote access is more than a handy little perk—though it is that. [Flexjobs](#) reports that two of the top three most employee-requested benefits have to do with working remotely.

The ability to log in and work from anywhere gives you and your staff options we've never had before. It's a safeguard against downtime. It helps facilitate faster recovery in the event of a disaster. It widens your available

By 2020, cloud-based software solutions are expected to be the default option.

talent pool. And it means you can travel—across town for a meeting or to the other side of the country—without sacrificing your availability.

Thanks to the cloud, the modern office is connected in ways that simply weren't possible just a couple of decades ago.

Flexibility

All that additional connectivity translates to unparalleled levels of flexibility in how you run your business. You're no longer limited by the technology tools you use. Now, those tools are so robust and flexible that your options abound.

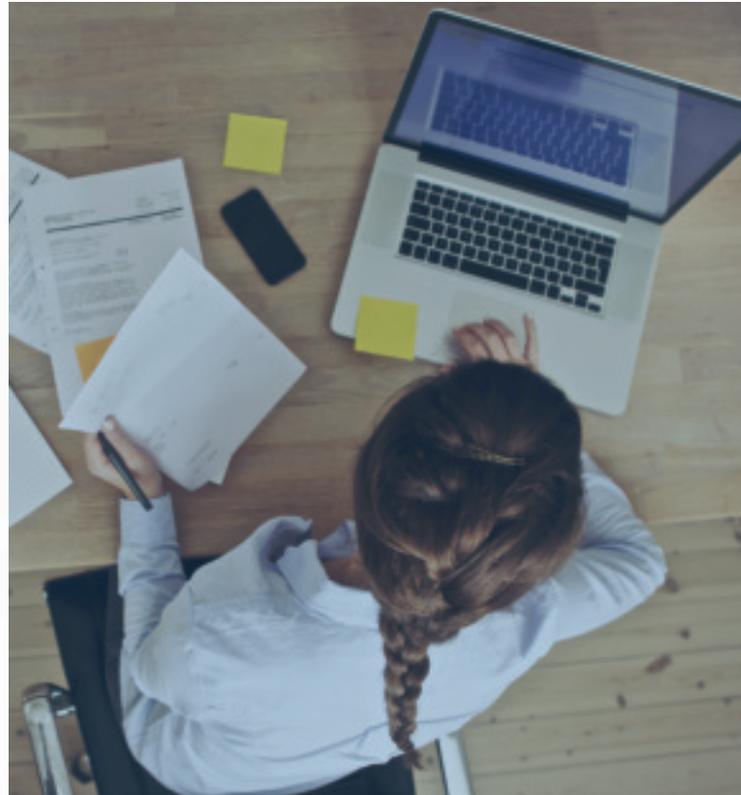
And we're not just talking about connectivity. We're also talking about something else that's critical for small and medium-sized businesses—scalability.

Take cloud storage as a prime example. Pay for exactly the amount you need. No more and no less. And when your business grows and your needs increase, additional storage is a literal click away.

ISG's Modern Office Tools

ISG Technology is proud to offer a full set of cloud-based modern office solutions. These are enterprise-level tools priced and delivered in SMB-friendly ways. In fact, our solution set is available at a low per-user price, making it as affordable as it is powerful.

Here's what we offer.



Enterprise-Class Email

There's no reason why you can't have the same email tools the world's biggest, brightest companies use. Office 365 comes complete with a cloud-based email system that is unrivaled. Plus, you get all the benefits of the complete Microsoft Office Suite.

Stress-Free Email Migration & Configuration

If you're not already using Microsoft's email platform, the idea of migrating can be daunting. But it doesn't have to be. We've helped thousands of organizations migrate and configure their email services. We'll do all the legwork for you, making the process painless on your end.

Collaboration & Productivity Galore

One of the beautiful things about Office 365 is that you'll always have the latest, most feature-rich version of Microsoft's applications. Additionally, you have some amazing collaboration tools like Teams, Sharepoint, OneNote and more.





Innovation Training

To get the most out of all those tools, you need to know how to use them. That's where our monthly Innovation Training sessions become invaluable. We'll make sure your staff knows how to navigate all the available options, maximizing your ROI.

Unlimited Data Backup

Everything from human error to hardware failure has the potential to delete your critical data. That's why data backup is absolutely essential. We'll provide you with unlimited data backup and easy, hassle-free ways to access and restore your data.

Disaster Recovery Plan

Disaster recovery is all about avoiding [the high cost of downtime](#). It doesn't matter if the disaster in question is a simple power outage or an act of God. We'll help you develop a complete strategy for getting your business back online as fast as possible.

DX Roadmap

Technology never stops changing. The only way to keep up is to constantly look to the future. Our consultants will work with you to analyze your

business needs and develop a Digital Transformation (DX) Roadmap. That way, your tools will never be out-of-date.

Help Desk

Friendly, professional help will always be a mere phone call away. Our help desk technicians can handle password resets, new users, and basic support issues in a matter of minutes. You'll be able to call on our expertise when you need it.

Advanced Security Protection

[43%](#) of all cybersecurity attacks are aimed at SMBs. Don't be the next security breach headline. We'll work with you to protect you against malware, phishing emails, ransomware and more. You don't have to break the bank to have enterprise-level protection.

Here for You

If your company is ready to embrace the modern office, ISG's experts are here to help. We always take a custom approach. Our top priority is meeting your needs.

If you would like to know more about the ways we can transform your business, please [get in touch with us](#). The modern office is only a phone call away.

**You don't have to
break the bank to
have enterprise-level
protection.**