



Edwin James Group

Utilising an Intranet to Encourage Upskilling  
and Improve Employee Well Being.

Aligning SharePoint with your Companies Purpose.

**ThinkShare.**

[www.ThinkShare.uk](http://www.ThinkShare.uk)  
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FK8 2HX

## Our Client and Their Challenge

The Edwin James Group is a group of businesses that puts their client's needs first. Working under three main brands EJ Parker Technical Services, EJ Musk Process Services and EJ Peak Technology Solutions.

They have a number of vital core capabilities in mechanical and electrical technologies working with a diverse client range including Kelloggs, Thames Water, Toyota, Nationwide and Sellafield. Every part of their business operates under a simple philosophy. To be successful they need to look after their clients better than anyone else and to invest in the quality and safety of their people.

In line with that philosophy, they recognised an opportunity to better connect their employees that operate in the field with the information they need not just to do their job well, but to access resources that enable career development and growth.

When a group of organisations come together, they bring with them their own processes and own technology stack. With employees across the group using the initial systems they had been trained on, information storage had become disorganised.

With that in mind, Edwin James recognised that they needed a portal to centralise information. A portal that would empower collaboration, knowledge sharing, and employee engagement by connecting users with the information and colleagues they needed, when they needed them.

They also recognised this as an opportunity to continue the development of their Training Academy. From there they decided that it was time to upgrade their intranet.



## Why ThinkShare?

After a period of research gathering, Edwin James found ThinkShare organically. They reached out to us as they appreciated our ability to configure and deploy intranets efficiently and effectively.

After some initial conversations, we spent time building some engaging features onto their existing intranet to showcase our team's expertise. By showcasing what we could do, paired with our extensive references, Edwin James were confident that we were the right partner for the project.

## The Project

Each intranet project we undertake begins in the same way, with an in-depth workshop. As the Edwin James Group spans multiple sectors, it was vital we held this session to understand their unique needs and how to build an intranet to suit these.

This session allowed us to collect detailed requirements, pull together the overall information architecture of the solution and then build a mock-up of their intranet on SharePoint Online. Each of these were then presented to the team at Edwin James to review. The team's feedback played a vital role in the final design of the solution.

A key component of each project is hosting sessions designed to showcase the functionality of SharePoint Online and Office 365 giving them a baseline understanding of what is possible. Whilst the project is focused on the creation of a SharePoint Intranet, we wanted to showcase the possibilities of combining SharePoint with a number of other 365 products.

In the implementation plan, we showcased a mock-up of the intranet, including the way we would be utilising components of Microsoft 365 on the main pages of the intranet. For example, we utilised Microsoft Forms to connect Edwin James employees with the right resources in the custom built Training Academy. We also utilised a number of tools including Pages and Forms to build out a well-being area that employees could use to improve the overall experience.

This stage of the process can be time-intensive but is vital. This is due to it's role in getting project buy-in and giving the people who will be using and editing the solution an idea of what will be built, how it will work and how it's going to improve their workflow.

Once the implementation plan was agreed upon, our team began the process of building the intranet.

The next stage of the project is really what brings the intranet to life, branding.

Whilst some may see this as an area of vanity we know that branding an intranet helps boost user adoption and encourages users to take ownership of the intranet. This project opted for a lighter touch in branding, utilising a SharePoint theme that was customised with Edwin James easily recognisable brand colours and logos.



Here's a look at the finished product:

**Edwin James Group** | SharePoint | Search in SharePoint

Home | EJ Academy | Wellbeing | News Hub | Edit

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Posted in All Company

**Liz Staley** | Yesterday at 11:02 AM | Seen by 63

### Wellbeing Taskforce - Group Wellbeing Charter

As promised in our previous communications, we are pleased to attach the Group Wellbeing Charter.

This charter i... see more

Wellbeing Charter.pdf

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### Our Values




**People make it work**

We value you, train you and help you reach your potential. In return, we ask that you make yourself personally responsible for doing the best you can for your clients



**Whatever it takes, Safety first**

Safe working practice is non-negotiable. Our commitment to safe working practices runs throughout our businesses. This extends to our people, our environment, and the communities we work with.



**Quality Service**

Exceeding the needs of our clients is fundamental to us. Going beyond what is expected, is key. We are proactive to our clients' needs and always look to improve how we work with them.

Burton upon Trent, Staffordshire, United Kingdom

☀️ 12°C Mostly cloudy

Uddingston, United Kingdom

☀️ 12°C Mostly cloudy


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**Kevin Haws** Apr 4

The Commercial Essentials can be found in the Commercial Quick links folder on the Intranet - Commercial/Governance/Approval Guidance and template



## Project Outcome

All employees, regardless of where they are based, on-site, off-site, in-office or remote have access to a single platform that connects them with the information they need to do their job well.

The workshops allowed us to really get a feel for the passion they had for upskilling and taking care of their employees, and we were able to incorporate this into the intranet. Taking it from a basic out-of-the-box SharePoint intranet and creating an engaging platform for employee well-being and continuous education.

## Client Feedback and Future Goals

This project was a joy from inception to completion, with the team at Edwin James being invested and creative throughout. Their desire to offer their employees the best tool possible has seen them embark on several new digital transformation initiatives and we are thrilled to support them on this journey.