



New Collaboration Platform – Office 365

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AFSCO Unit**


***27th Meeting of the
Focal Point Network***

OUTLOOK OF PRESENTATION

- **Objectives**
- **A new platform**
- **Possible collaboration environments in Office 365**
- **Pilot on information exchange – the table on main forthcoming RA activities**
- **Next steps**



OBJECTIVES

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- **EFSA strategy 2020 - new working culture**
 - **Need for new tools to address new needs**
 - **Information exchange critical in the context of collaborative work**
 - **Need also determined by phasing out of EFSA collaborative tools (e.g. ScienceNet, IEP, EDB)**
 - **Key objective: explore new ways of working for boosting information sharing**
 - **Examples of collaborative tools being explored: MS Office 365, OpenScAIE, Talent Management, EU Menu**

A NEW PLATFORM – OFFICE 365

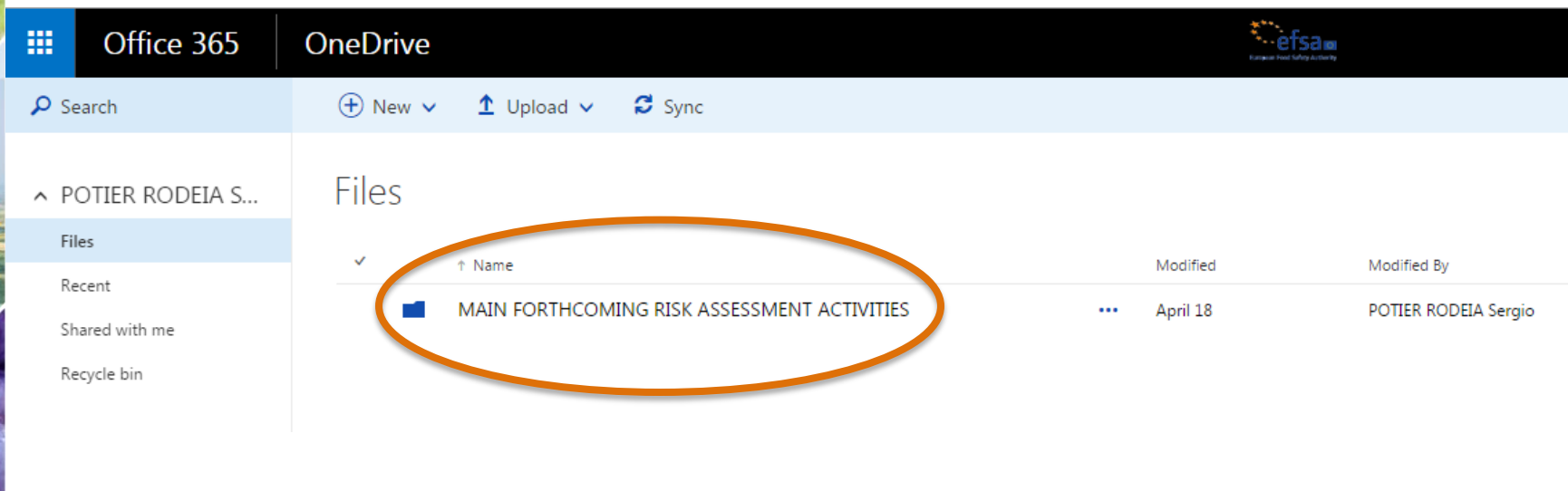


https://www.youtube.com/watch?v=4WlBqcmSB_E

COLLABORATION ENVIRONMENTS



PILOT: MAIN UPCOMING RA ACTIVITIES



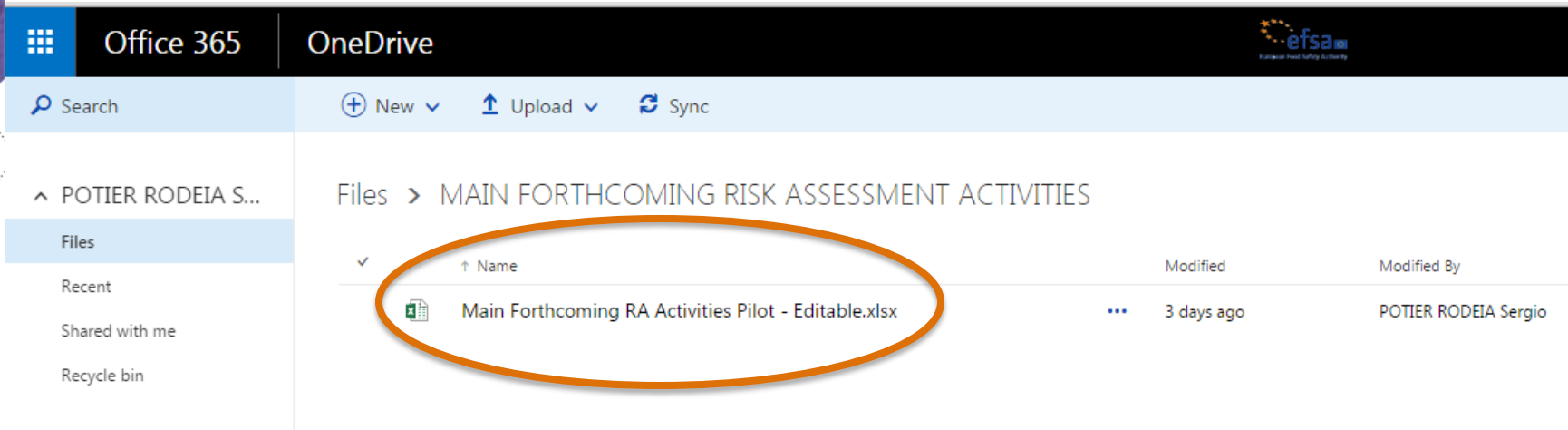
Office 365 | OneDrive

Search | New | Upload | Sync

POTIER RODEIA S...

Files

Name	Modified	Modified By
MAIN FORTHCOMING RISK ASSESSMENT ACTIVITIES	April 18	POTIER RODEIA Sergio



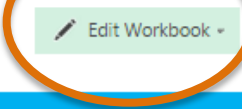
Office 365 | OneDrive

Search | New | Upload | Sync

POTIER RODEIA S...

Files > MAIN FORTHCOMING RISK ASSESSMENT ACTIVITIES

Name	Modified	Modified By
Main Forthcoming RA Activities Pilot - Editable.xlsx	3 days ago	POTIER RODEIA Sergio



	A	B	C	D	E	
	Date of entry of information (dd/mm/yyyy)	Date of change of information (dd/mm/yyyy)	Country	Responsible National Body (acronym)	Main area of the RA activity	Title of RA activity (max. 50 characters)
2	07/01/2015	05/01/2016	Belgium	FAFSC	Chemical hazards	Trend analysis of pesticide exposure in food
3	01/07/2015	18/02/2016	Belgium	FAFSC	Chemical hazards	Residus of pesticides and veter... the contam
4	01/07/2015	18/02/2016	Belgium	superior Health Council	Chemical hazards	Arsenic and other elements in...
5	01/07/2015	18/02/2016	Belgium	Superior Health Council	Food Additives and Nutrient Sources Added to Food	Use of L-tryptofaan th...
6	01/07/2015	18/02/2016	Belgium	superior Health Council	Food Additives and Nutrient Sources Added	Safety of alpha-linoleic

FILE HOME INSERT DATA REVIEW VIEW Tell me what you want to do OPEN IN EXCEL

Clipboard: Undo, Paste, Cut, Copy

Font: Verdana, 10, Bold, Italic, Underline, Text Color, Background Color, Font Color

Alignment: Wrap Text, Merge & Center

Number: Number Format, \$, %, , , .0, .00, ←.0, →.0

Tables: Survey, Format as Table

Cells: Insert, Delete

Editing: AutoSum, Clear, Sort, Find

PILOT: MAIN UPCOMING RA ACTIVITIES + SKYPE

Excel Online | OneDrive Documents | Main Forthcoming RA Activities Pilot - Editable | Share | antonio.ciccarelli | Sign out

FILE HOME INSERT DATA REVIEW VIEW Tell me what you want to do OPEN IN EXCEL antonio.ciccarelli is also editing

Clipboard: Undo, Cut, Copy, Paste

Font: Verdana, 10, Bold, Italic, Underline, Text Color, Background Color

Alignment: Wrap Text, Merge & Center

Number: Number Format, Currency, Percentage, Decimals

Tables: Survey, Format as Table

Cells: Insert, Delete, Clear

Editing: AutoSum, Sort, Find

Formula Bar: =01/07/2015

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6	01/07/2015	18/02/2016	Belgium	superior Health Council	Food Additives and Nutrient Sources Added to Food	Safety o

Taskbar: Main Forthcoming RA activities | HELP IMPROVE OFFICE


Contacts

Hint: you can add new contacts by searching


All contacts Available

- A Adriano... Available
- aferroni Not available
- agneseg... Available
- Alberto... London /...
- Alberto... York, GB
- Alberto... Caracas, VE
- Alessand... Available
- Alicia Ro... Not available
- Andrea...

PILOT: MAIN UPCOMING RA ACTIVITIES

- 
- **Objective**: updating the Excel table on main forthcoming RA activities
 - Access with **edit rights** directly to online Excel file
 - **Simultaneous access by several users...**
 - **... file locked at cell level**
 - **“Save file” and “upload new version” features not necessary**
 - **Access rights can be pre-defined for end users – no license needed**
 - **Feedback from participants: BE, ES, NL**

NEXT STEPS

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- **Continue pilot, opening file access to all FPs and AF members here**
 - **Conclude testing by end of June 2016**
 - **Start use of Excel file (with login) on MS Office 365 during the course of July 2016**
 - **Explore other Office 365 tools:**
 - **Shared calendar**
 - **Yammer**
 - **Skype for business**
 - **Other...**

Note: Use DMS file for upcoming AF meeting