Checklist For Finding The Right Intranet In 2025

01 User Experience & Engagement

- [ ] **User-Friendly Interface** – Intuitive and easy-to-navigate design
- [ ] **Personalisation Options** – Tailored news feeds, dashboards, and user profiles
- [ ] **Engagement Features** – Likes, comments, polls, and quizzes
- [ ] **Mobile App Availability** – Fully functional mobile app for on-the-go access
- [ ] **Multi-Device Support** – Accessible via desktop, mobile, and info screens
- [ ] **High Adoption Rates** – Proven track record of strong employee engagement
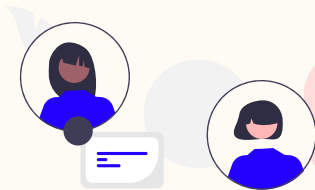- [ ] **Custom Branding Capabilities** – Aligns with your corporate identity

02 Productivity & Integration

- [ ] **Seamless System Integration** – Integration with Outlook, Teams, SharePoint
- [ ] **Efficient Document Management** – Smart file and version management
- [ ] **Enterprise Search Functionality** – Fast, intelligent search across content
- [ ] **Robust API & Data Integration** – Support for third-party tools and APIs
- [ ] **Integration with Existing Systems** – Works alongside existing platforms
- [ ] **Scalable for Growth** – Adaptable to meet organisational changes

03   Security & Compliance

- **Advanced Security & Compliance** – ISO 27001 certification, GDPR compliance
- **Data Privacy & Sovereignty** – Secure data with sovereign hosting options
- **Cloud & On-Premise Options** – Flexible hosting to fit your IT strategies
- **Access Control & User Permissions** – Granular control for data security
- **Ransomware Protection & Backups** – Ensures business continuity

04   Collaboration & Communication

- **Efficient Internal Communication** – Reduces email overload via central channels
- **Knowledge Sharing Tools** – Wikis, newsfeeds, and collaborative workgroups
- **Collaboration Tools** – Chat, task management, and project coordination
- **Onboarding & E-Learning Tools** – Built-in modules to support employee training
- **Automated Notifications & Alerts** – Real-time updates via push notifications

05   Analytics & Support

- **Analytics & Insights Dashboard** – Track engagement, content performance
- **Strong Customer Support** – Dedicated team for onboarding and maintenance
- **Seamless Implementation Process** – Quick setup tailored to business needs
- **Multilingual Support** – Auto-translation features for global teams