

Working From Home - Technology Matrix

The following sample technology matrix provides you with a list of common technologies that enable an organization to help employees work from home, assuming they have a laptop, Mac or PC to access.

Technology	Description	Example(s)
Cloud storage	Ability to upload, edit and view data from multiple devices.	Dropbox, Box, Google Drive
Collaboration	Team, community and project collaboration websites.	Slack, Microsoft Teams, Basecamp, Trello
Meetings (Web)	A web-conferencing service that allows you to collaborate with team members virtually.	Zoom, Skype for Business, WebEx
Messaging (Instant)	Instant messaging software that provides presence and content sharing capabilities.	Microsoft Teams, Jabber,
Mobile data access	An application that allows team members to access email, calendar, contact lists, internal sites and the network (via VPN) from their mobile device.	MaaS 360
Office productivity suite	Software that helps employees manage contacts list, email, calendars and create spreadsheets, documents, presentations as well as organize thoughts, notes or research.	MS Office, Office 365, Google apps
Password	A self-serve tool that gives employees the ability to change their domain network password (Windows) or local intranet password without contacting a live person.	Hitachi Password Manager
Phone (softphone)	A software application that turns employee's computers into a full-featured internet protocol (IP) phone, allowing employees to place, receive, and handle calls with just an internet connection.	Cisco IP communicator
Printers	Locating, installing and using printers at home or within an office.	Various
Secure access	Authentication software that enables employees to connect to the network and VPN without inserting a physical card.	Virtual Smartcard
Virtual Private Network (VPN)	Software that enables employees to connect to organizational resources from their laptop computer while outside the office.	Cisco AnyConnect