We will realize a net benefit of $1,846,250 over the course of three years by using Sharepoint to assist in managing our documents. Sharepoint is a web platform which can serve as a central repository for our documents, reducing the amount of time our employees spend on document management.

 Sharepoint is a web-based collaboration tool created by Microsoft. Its key capability is document management. Sharepoint serves as a central hub for all documents, so employees will spend less time searching. Since it is central, it also ensures the consistency of documents by giving all employees the same copy. Basically, instead of each employee saving their own copy to their own computer and then emailing different files to one another, employees can now all update the same file. Employees can even share individual files externally just by entering an email address, so the client will always have access to the file in real time.

 Sharepoint will cost $154,000 over three years, which includes initial purchasing cost and maintenance. Our three year benefit from our PMP’s additional billable working hours will be $2,000,250. Thus, our three year net benefit will be $1,846,250.

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