

Day in the life

Finance professional



Meet Adira, a Senior Product Manager at Contoso Bank who uses Microsoft Teams to help her organisation develop new financial products, deliver differentiated services to its commercial clients, and drive revenue growth.

7:45 AM

At home, Adira reviews the Teams app, **sees a conversation marked as important and is @ mentioned from Monica**. She indicates they have a chance at winning their bid at Fabrikam! Adira responds and says she'll put together a plan and team by end of day.



8:30 AM

At the office, **she starts a private conversation in Teams with her colleague Darryl**. They discuss ways to approach the Fabrikam deal. She adds him to the "Account" Team so he has access to conversations and content.



9:30 AM

Adira sees a conversation on Teams from Darryl, referring to past documents from similar opportunities. **She schedules a meeting for 11:30 AM and invites Darryl and other team members.**



11:30 AM

At their meeting, Adira, Darryl, and the team **brainstorm ideas to build a response** to the Fabrikam opportunity. Adira and team use OneNote within Teams, along with Power BI dashboard to plan out their strategy.



2:00 PM

Receives a notification in Teams from the budget tracking app about a revenue gap. **She determines their best option is to get approval for revised sales quota increase.**



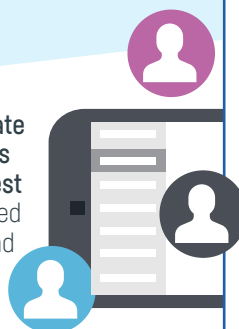
3:30 PM

Adira puts together meeting summary notes and **commits to sending the budget document out by 5:00 PM**. To help her with her document, she plays a recording of the CFO discussing budget goals.



4:00 PM

Back home, she uses her tablet to **create the 'Fabrikam proposal team', and adds external vendors using the Teams guest access**. She uploads notes to the shared OneNote, builds a plan with owners, and uploads all the reference materials.



5:00 PM

Everyone on the 'Fabrikam proposal' team is up to speed and ready to work together to build a winning proposal.

