



## bs one: directory

FINDING INSTEAD OF SEARCHING – MORE THAN JUST  
A „WHO IS WHO?“

With bs one: directory you can find (nearly) everything and everyone – everywhere.  
Colleagues, contacts, resources, rooms ... – available at the push of a button.





## bs one: directory

### MAKE GOOD THINGS BETTER!

One directory for all purposes

Fully integrated in Microsoft 365 – Office, Teams and SharePoint

Since 2020 we have been offering a new product family with bs one that provides a modern, digital workplace for all – fully integrated into the Microsoft 365 product portfolio. This new development is based on our many years of experience in the successful implementation of Microsoft-based projects and products, in which customer requirements have been mapped and tailored.

Founded in 2011, baliosoft AG in Liechtenstein initially supported organisations in German-speaking countries with the implementation of SharePoint projects. From the beginning, the focus was on intranet, collaboration, extranet and migration solutions, which were rounded off by Office 365.

Since 2015, we have been focusing on the development of products that map recurring requirements from projects with the latest technologies in flexible, mature standard solutions for various industries and company sizes. With the release of MS Teams, this is used in our product development. New markets are being developed together with international partners.



Gold DevOps  
Silver Cloud Productivity  
Silver Small and Midmarket Cloud Solutions  
Silver Windows and Devices





## bs one: directory

### SUCCESS FACTOR: CONTACT & RESOURCE MANAGEMENT

Do your employees have all the information necessary for communication, available at the push of a button?



Efficient work processes require central and legally compliant access to important directories.

Whether employees, external contacts, addresses or rooms: since IT has existed, this data has been scattered company-wide across numerous systems and lists.

The directory of employees who have IT access can be found in the Active Directory. All others are only in the personnel list. Everyone maintains their personal contacts in Outlook. Purchasing takes care of supplier data, sales takes care of customer contacts, and marketing organises the data for agencies, media and event venues. Buildings and rooms or locations of machines and systems are also entered in their own applications.

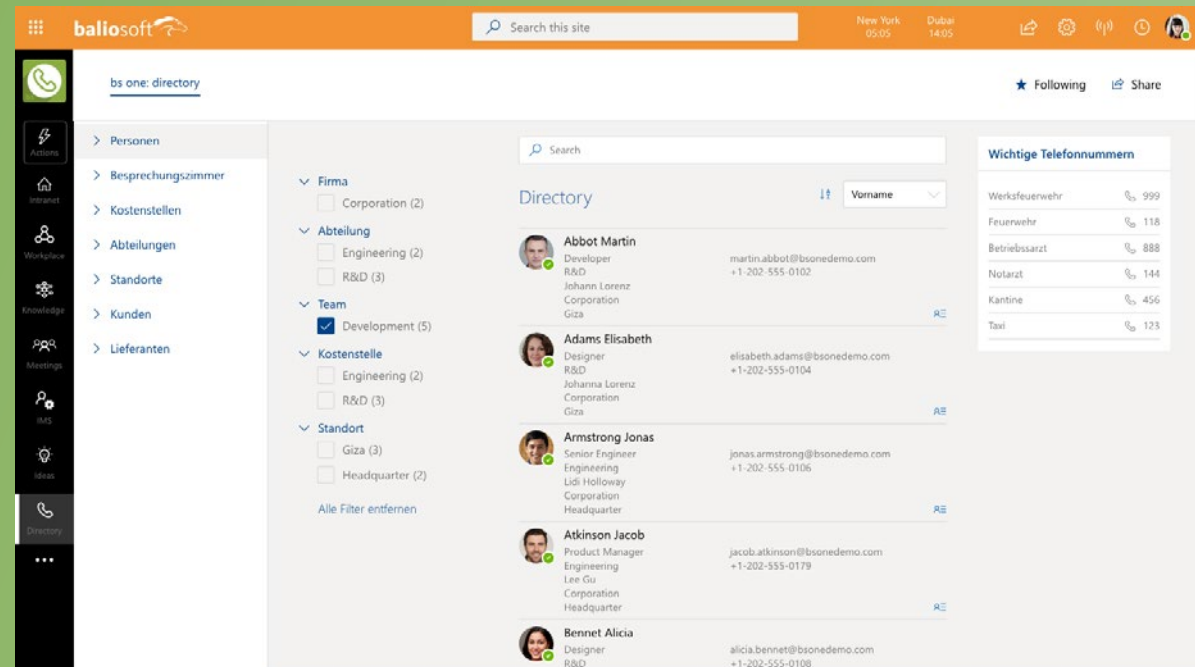
**Efficiency is different!**

**bs one: directory – One directory for all contacts and location data, synchronised from Active Directory and any source applications – integrated into the bs one product family.**

## Functionality

### In a nutshell

- ✔ User and resource directory based on Active Directory (AD)
- ✔ Expansion of the structure to any company-specific fields
- ✔ Integration of user and resource data from third-party applications
- ✔ Synchronisation of data with Azure Active Directory (AAD)
- ✔ Convenient search and filter functions
- ✔ Display in the portal and on mobile devices
- ✔ Location display and navigation thanks to the integration of Maps
- ✔ Own administration interface for list management and mapping with AAD
- ✔ Synchronisation with employee's own MS Outlook (optional)



The screenshot shows the baliosoft directory application interface. The top navigation bar is orange and contains the baliosoft logo, a search bar, and location/time indicators for New York (05:05) and Dubai (14:05). The main content area is titled "bs one: directory" and features a search bar and a "Following" button. A left sidebar contains navigation icons for Actions, Intranet, Workplace, Knowledge, Meetings, IM, and Ideas. The main content area is divided into three sections: a left sidebar with a tree view of organizational structure (Personen, Besprechungszimmer, Kostenstellen, Abteilungen, Standorte, Kunden, Lieferanten), a central filter panel with expandable sections for Firma, Abteilung, Team, Kostenstelle, and Standort, and a main list of directory entries. Each entry includes a profile picture, name, job title, and contact information. A right sidebar displays "Wichtige Telefonnummern" (Important Phone Numbers) with a list of numbers and icons.

Firma	Abteilung	Team	Kostenstelle	Standort
<input type="checkbox"/> Corporation (2)	<input type="checkbox"/> Engineering (2)	<input checked="" type="checkbox"/> Development (5)	<input type="checkbox"/> Engineering (2)	<input type="checkbox"/> Giza (3)
<input type="checkbox"/> R&D (3)	<input type="checkbox"/> R&D (3)		<input type="checkbox"/> R&D (3)	<input type="checkbox"/> Headquarter (2)

Name	Job Title	Contact Info
Abbot Martin	Developer R&D	martin.abbot@bsonedemo.com +1-202-555-0102
Adams Elisabeth	Designer R&D	elisabeth.adams@bsonedemo.com +1-202-555-0104
Armstrong Jonas	Senior Engineer Engineering	jonas.armstrong@bsonedemo.com +1-202-555-0106
Atkinson Jacob	Product Manager Engineering	jacob.atkinson@bsonedemo.com +1-202-555-0179
Bennet Alicia	Designer R&D	alicia.bennet@bsonedemo.com +1-202-555-0108

Wichtige Telefonnummern	Number
Werksfeuerwehr	999
Feuerwehr	118
Betriebsarzt	888
Notarzt	144
Kantine	456
Taxi	123

## bs one: directory

### Capabilities

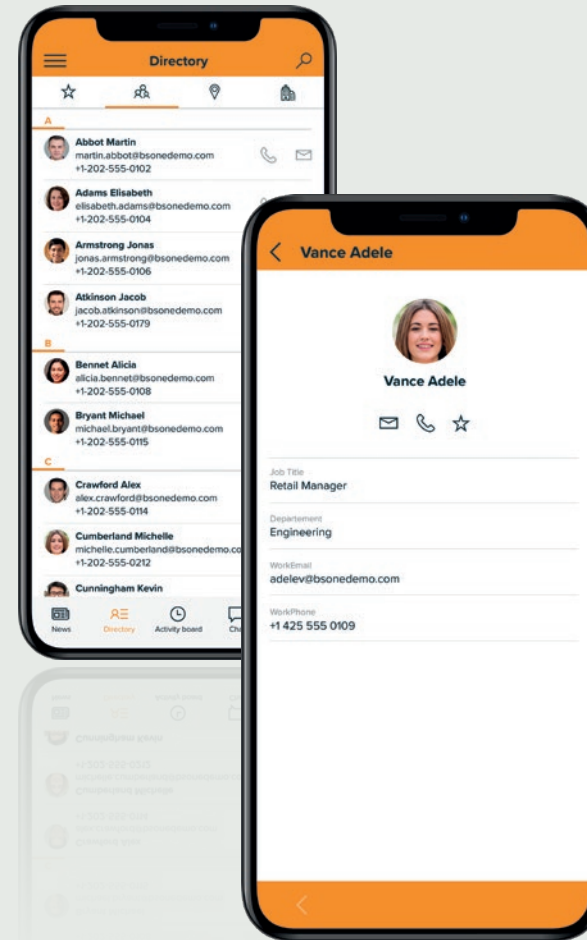
User directory, internal and external contacts, phone book including external emergency numbers, room and employee directory with any additional information such as department affiliation, cost centre, local location management or language selection.

#### Quick and convenient access

- User-friendly presentation of contacts and resources
- Pleasant detail display
- Flexible search and sort functions
- Filter to limit the display of contacts
- Convenient navigation through all directory resources
- Mobile access via bs one: companion

#### Legally compliant access

- Transfer of authorisations from previous systems
- Individual role concept from bs one
- Employees see everything that is permitted



## bs one – and you are done!

Microsoft 365, along with Office, SharePoint, Teams and Outlook, has become an integral part of business. The bs one product family not only optimises their use, but also creates a customised digital workplace for every employee – under a uniform, intuitively understandable interface. Whether individually or in a team – your employees can work more productively.



**bs one: portal**

### The corporate headquarters.

Information at a glance, processes and applications at a click – centrally integrated. News, phone book, documents, work areas, processes, dashboards, events, ...



**bs one: companion**

### The mobile workplace for everyone.

Information and communication, news, likes, shares, favourites – directly on the mobile portal, tailored to your own work area, configurable in your personal dashboard.



**bs one: workplace**

### Day-to-day business.

Optimised organisation and more efficient teamwork in everyday work. Whether MS Project, Teams, JIRA, SAP or other systems: bs one: workplace integrates documents, tasks and employee-related information on one page.



**bs one: directory**

### More than just „Who is who?“

Internal and external contacts, phone book, room and employee directories with any additional information such as department affiliation, cost center or language selection – can be synchronised with MS Outlook.



**bs one: meet**

### Who, what, where, when, why?

Organise meetings, send invitations, agendas and minutes, central documentation of decisions, tasks and important matters for later.



**bs one: event**

### What's going on?

Trade fair exhibits, training courses, competitions or Christmas party? No problem for bs one: event – management of events, including participant management.



**bs one: presence**

### Who's missing?

All attendances and absences at a glance, whether holidays, time off or sick leave. Simply apply for leave online or upload doctor's certificates and everyone will be informed.



**bs one: ims**

### Practical standards and norms.

Supportive management systems combined with operational added value. Occupational safety, quality and environmental management made manageable.



**bs one: quality**

### Quality before quantity.

Process descriptions, functions, roles, machines, quality manual, and much more – process documentation as the basis for tests, optimisation and auditing, comprehensible for everyone.



**bs one: risk assessment**

### Knowing risks means avoiding risks.

Thanks to evaluated risks and risk assessments, occupational safety becomes tangible, scalable and comprehensible for everyone – through integration with bs one: hazardous substances, the quantities of hazardous substances in the workplace become visible.



**bs one: hazardous substances**

### Safety first!

Oversight of all operational hazardous substances in circulation in the hazardous substance register for each location – operating instructions are up-to-date, available online and in print, employees are informed and can act in the event of an emergency.



**bs one: idea**

### 1001 ideas

To ensure ideas for better products, services and processes are not lost: capture, forward, share and amend. Evaluations and implementation progress as well as remuneration processes for an optimal CIP included.



**bs one: empower**

### Knowledge sharing.

Communicate knowledge to others, circulate it systematically and consistently expand it. Link new ideas with available information to drive developments and optimise processes.



**bs one: contract**

### Bureaucracy 101.

Contract management optimises cooperation with customers and suppliers through a comprehensive overview of the inventory as well as an integrated archive and reminder function.

You can find further information about our products, our organisation and how to contact us on our homepage.

[www.baliosoft.biz](http://www.baliosoft.biz)

