



Key Components to Intranet Success

Your successful intranet will provide employees with an engaging workspace to efficiently complete their daily tasks and securely collaborate with colleagues.

But how can you make your intranet a success? Here are our top tips:

Define your Intranet Purpose

A successful intranet serves a purpose: from communicating organisational and employee related information to promoting cross-departmental collaboration. At the beginning of the project decide on the purpose of your intranet based on employee feedback and make decisions centered around this purpose.

Create a Beautiful Intranet Design

A well-designed, user-centric intranet homepage is a key component to gaining user-adoption and ultimately achieving intranet success.

Effectively, your intranet's homepage is the starting point for many employees to enable them to fulfil work-related tasks. Putting in the effort to make it both aesthetically pleasing and user-friendly will pay off.

Additional guidelines in creating a beautiful intranet design relate to:

- The creation of a strong intranet brand
- Incorporating corporate branding guidelines
- A unique design to match its employee-centered objectives
- Employee-focused, helpful navigation

Enrol Content Champions

Your intranet should contain up-to-date and relevant content to continuously engage employees; to achieve this, contribution from various departments and project teams will likely be required.

Phased Intranet Improvements

Incrementally roll-out new functionality and improvements to solidify the intranet as being both dynamic and current. These frequent, small-scale improvements will be less daunting to end-users in comparison to 'big bang' improvements.

Intranet Functionality to Fulfil Business Needs

Intranet functionality should correlate with your business needs and requirements. It's important to discover critically-important intranet functionality to enable the intranet team to produce a 'check-list'. Being aware of both current and future business needs are key factors in the intranet's long-term success.

Listen to Feedback

Quickly identify intranet pain-points and areas in need of improvement by listening to employee feedback. This is extremely important during the initial launch phase but it should also be an on-going activity to help guide you during those regular incremental improvement phases.

Implement Single Sign On

If possible, [implement Single Sign On](#) on your internally hosted intranet to allow users to effortlessly log in to their intranet without having to input their access credentials each time.

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