

QUICKLY GET READY TO WORK WITH **HOME-OFFICE PACK** FROM NEG



HOME-OFFICE PACK

**NEW LAPTOPS,
DELIVERED READY FOR USE,
AT HOME OR
IN THE OFFICE!**

HOME-OFFICE PACK

Hybrid working (working from home as well as in the office) has become increasingly normal for many employees. A modern and reliable laptop/IT-workstation with the right accessories is essential for them to be able to do their job in a safe and adequate way either from home or at the office.

With the Home-Office Pack from NEG, new business laptops and accessories are delivered ready for use and IT ready at home or at the office.



Super efficient continuity

With the Home-Office Pack you offer your users business continuity at home. This saves your IT department valuable management attention and time they can then spend on other essential matters!

Ready for use delivery

Delivering a business laptop with the right accessories safely, ready for use to end users at home or in the office requires a professional and thoughtful approach.

Home-Office Pack, based on more than 27 years of experience!

NEG, with more than 27 years of experience, has fully automated the delivery process. The users themselves choose the time, day and location of delivery that suits them best. All communication about device choice, delivery time and location is taken care of by NEG.

As a result, the IT department is alleviated. Of course the IT department remains in control via a comprehensive dashboard.

Unpack and get started right away



DELIVERY PACK

PURCHASING

- Hardware catalogue advice
- Ordering devices

WAREHOUSING

- Secure and insured storage
- Stock management

DELIVERY

- Uploading shipping addresses
- Shipping to customer home or office
- Track & Trace information
- Reporting

*Customize your
Home-Office Pack!
The right pack for
your situation*

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DELIVERY

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- Reporting

PRE-CONFIGURATION

- Unpacking devices and accessories
- Disposal of packaging in an environmentally friendly manner
- Attach asset-tag/CI-label
- Assemble home-office pack
- Registration in Microsoft Intune-/Autopilot/Whiteglove/Apple DEP/Samsung KNOX
- Pack and prepare for shipment

HOME OFFICE PACK PLUS

PURCHASING

- Hardware catalogue advice
- Ordering devices

WAREHOUSING

- Secure and insured storage
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DELIVERY

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PURCHASING

- Create catalogue persona

PRE-CONFIGURATION

- Dead On Arrival Check
- Install customer specific image

DEPLOYMENT

- Choice of configuration (based on persona) by user via online self service portal
- Delivery planning by user via online self service portal
- Issuance registration
- User agreement registration
- Dashboard and progress (realtime)
- Output for asset database

RETURN PACK

RETURNS

- Return shipment of used devices (returnlabel and return box incl.)
- Registration of returned devices

DATA ERASURE - ASSET RECOVERY

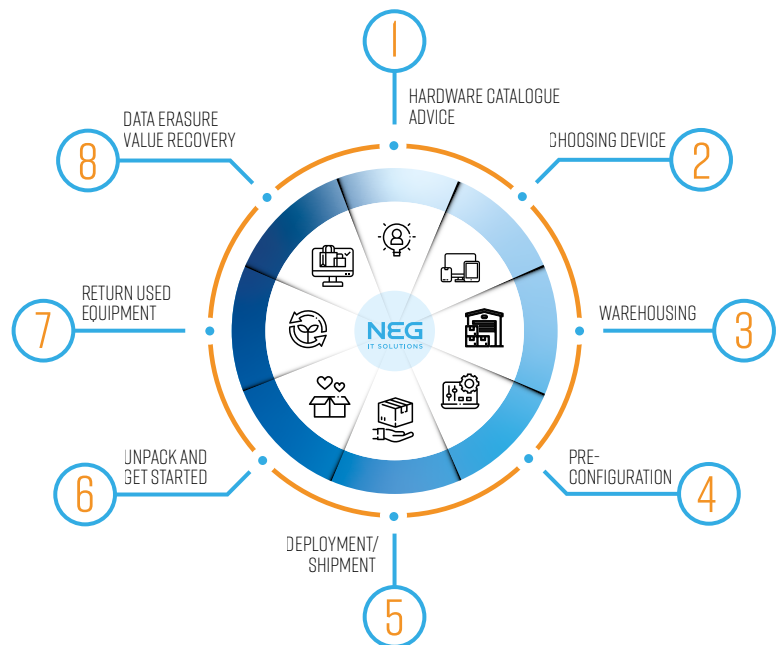
- Dispose of device including registration
- Data erasure including certificate
- Delete customer specific characteristics
- Data quarantine (2 weeks)

- Storage of equipment and temporary storage
- Reporting
- Value Recovery, purchase used devices
- Return delivery to lessor
- Redeploy return delivery for redeployment

Home-Office Pack in 8 easy steps

HOME-OFFICE PACK BENEFITS

- Delivered ready for use
- Delivery day, time and location set by user
- Minimal effort for the IT department
- Realtime insight and reporting
- Handling of administrative process included
- Optional data erasure and return shipment



1. Advice on hardware catalogue

We start by setting up a hardware catalogue together (typically based on persona). Hereby we can provide you with clear advice.

2. Choosing a new laptop and accessories

Users can order their new device(s) and accessories from the product catalogue via our online self-service portal. The employer can determine which models of laptops and accessories users can choose from.

3. Warehousing

All equipment stock is insured and stored securely in our centrally located warehouse. We take care of stock management ensuring timely delivery.

4. Pre-configuration

All ordered equipment is unpacked in our warehouse and packaging is disposed of in an environmentally friendly manner. The home-office pack is assembled, asset tags/CI labels are attached and the right software image is placed. If desired, Microsoft Intune/Autopilot/WhiteGlove/Apple DEP/Samsung Knox will be linked to the intended user.

5. Deployment/Shipping

The home-office pack is shipped to the location as chosen by the user to arrive at the agreed time. The underlying user agreements are also taken care of by us.

6. Unpack ... and get started!

Users receive their new laptop ready for use and confirming to the specifications of your IT department. This ensures users can get to work right away.

7. Return shipment used devices

What to do with used or end of life devices? With the optional Return Pack, the user simply sends these devices back in the return package provided.

8. The final step

If the devices need to be returned to a lessor, we can take care of that for you. Are the devices your company property? In that case, we can prepare the device for redeployment. We will be glad to procure your used devices for an interesting residual value.

Naturally we make sure that the data is securely erased from all returned devices. If so desired we remove external characteristics such as stickers. This means there is less chance of data leaks and conflicts with the GDPR guidelines.

Home-Office Pack is customizable!

Every organization is unique and therefore, the Home-Office Pack can be supplemented with additional services such as:

- Onboarding Support
- Service and delivery management
- Joiners and leavers support
- Break/fix handling
- Swap/Re-use stock
- IT-Kiosk and IT-Locker self service (24*7)