RECORDS AND ASSETS · SHAREPOINT WEB PART, FULL-PAGE APP AND TEAMS TAB

Handover Pro for SharePoint

When people move on, their work stays.

Map what someone owns in SharePoint, find what would be lost, interview them, move access through a plan someone approves, and seal a signed record anyone can check.

14-day free trial | UK-built and supported | Runs in your own tenant

WHAT IT IS

Handover Pro is a SharePoint Framework web part that runs a tracked, signed handover whenever someone leaves, changes role, passes on work, hands over a client or goes on leave. It maps what the person owns and can open in the sites you choose, finds what would be lost, interviews them, drafts a cited handover document and moves access through an approved plan whose changes can be rolled back until sealing, except check-ins and discarded check-outs. It then seals a package with a PDF certificate and a tamper-evident audit trail in your own SharePoint site, with no admin consent, no Azure app registration and no Microsoft Graph permissions.

KEY FEATURES

Everything you get

- **Map what they own**
  The sites, libraries, lists and folders you choose, with who owns, edits and can open what.
- **Find the gaps**
  Files only this person knows about, items with no other owner, sharing links and check-outs.
- **Interview in their words**
  Questions built from the gaps, answered by the person handing over.
- **A cited handover document**
  Every statement cites a file, an item or an answer.
- **An access plan you can undo**
  Access is added for the people taking over before it is removed, and every change is verified and can be rolled back until sealing.
- **Sign-off and seal**
  Each person signs off, then a package is sealed with a PDF certificate and a tamper-evident audit trail.

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WHERE TEAMS USE IT

- Leavers and employee offboarding
- Role changes and team moves
- Project, work and client handovers
- Cover for leave or a secondment

WHAT CHANGES FOR YOUR TEAM

- What only they knew gets captured before they go.
- Access moves cleanly, without a rush at the end.
- Everyone opens the same page and sees only their part.
- A signed record shows who agreed what, and when.

MADE FOR

HR and people teams

Line managers

IT and Microsoft 365 administrators

Compliance

WHAT SETS IT APART

- Every statement in the document cites its source
- Access added for the new owner before it is removed
- Tamper-evident audit trail and a sealed, checkable package
- No admin consent and no Microsoft Graph permissions

PRICING

STARTING PRICE

From £1,499 /year

A year, excluding VAT. 14-day free trial. Every plan: apps365ltd.com/product/handover-pro

SEE IT ON YOUR OWN TENANT

Try Handover Pro free, or book a demo

Book a free demo | Try it free

DEMO
calendly.com/apps365/apps365-for-sharepoint-free-no-obligation-demo

TRIAL
handoverpro.com/docs/getting-started

INFO
apps365.pro/apps/handover-pro

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