



Easytect makes technology simple and accessible for everyone. Let's navigate the digital world together!

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Ready to transform your workspace?

Contact Easytect today to schedule a consultation and discover how our services can help you achieve operational excellence.



Efficient, Innovative, Reliable
IT Solutions

2025 CATALOG

www.easytect.de



Welcome to Our World of Solutions

We appreciate your interest in Easytect. This catalogue has been prepared to offer a clear overview of our core services and the principles that guide our work.

At Easytect, we support businesses in navigating complexity with clarity. Our integrated services are designed to meet the evolving needs of modern enterprises. We work closely with our clients to deliver structured, dependable solutions that align with their goals and operational realities.

We believe that sustainable growth begins with thoughtful planning, practical innovation, and a commitment to quality. Whether supporting a local startup or an international team, we bring together technical expertise and business insight to help organizations move forward with confidence.

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COMPANY INTRODUCTION

Founded in 2012, Easytect is a Germany-based service provider committed to helping businesses operate with clarity, reliability, and the right digital foundation. We support small and medium-sized enterprises across Germany and beyond with tailored services in Accounting, Marketing, Microsoft 365, and the Power Platform. Our goal is to simplify complexity, empower decision-making, and help businesses stay focused on what they do best.

With a deep understanding of both local regulations and international standards, Easytect combines technical expertise with practical insight. Whether it's ensuring HGB-compliant bookkeeping, building scalable Power BI dashboards, or delivering strategic marketing campaigns, our teams work with precision and discretion.

What sets Easytect apart is our commitment to transparency, adaptability, and long-term partnership. We don't just offer services; we build systems that grow with our clients. Every solution we deliver is designed to be secure, accessible, and aligned with the evolving needs of modern businesses.



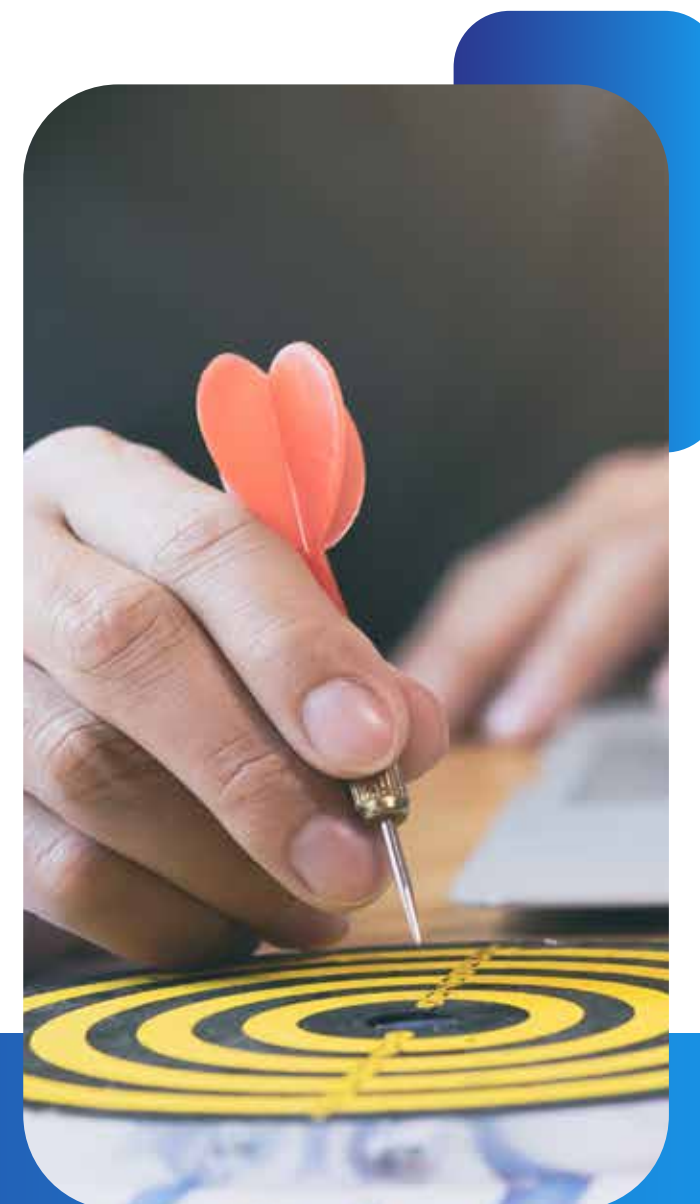
MISSION & VISION

MISSION

To provide structured, dependable services that help businesses operate with clarity and confidence. We aim to support long-term growth by delivering solutions that are practical, scalable, and aligned with each client's operational context.

VISION

We strive to be a trusted partner for organizations seeking sustainable progress. By combining technical expertise with a commitment to responsible innovation, we aim to contribute to a business environment that values transparency, adaptability, and meaningful impact.



WHAT MAKES US UNIQUE

Easytect combines technical expertise with a structured, client-focused approach to deliver dependable services across accounting, digital transformation, marketing, and collaboration. We prioritize clarity, consistency, and long-term value in every engagement.

Cross-Disciplinary Expertise

Our teams bring specialized knowledge in financial compliance, automation, communication, and digital infrastructure.

Structured, Reliable Service Delivery

We focus on precision and consistency, ensuring that every solution is well-documented, compliant, and ready for use.

Confidentiality and Data Security

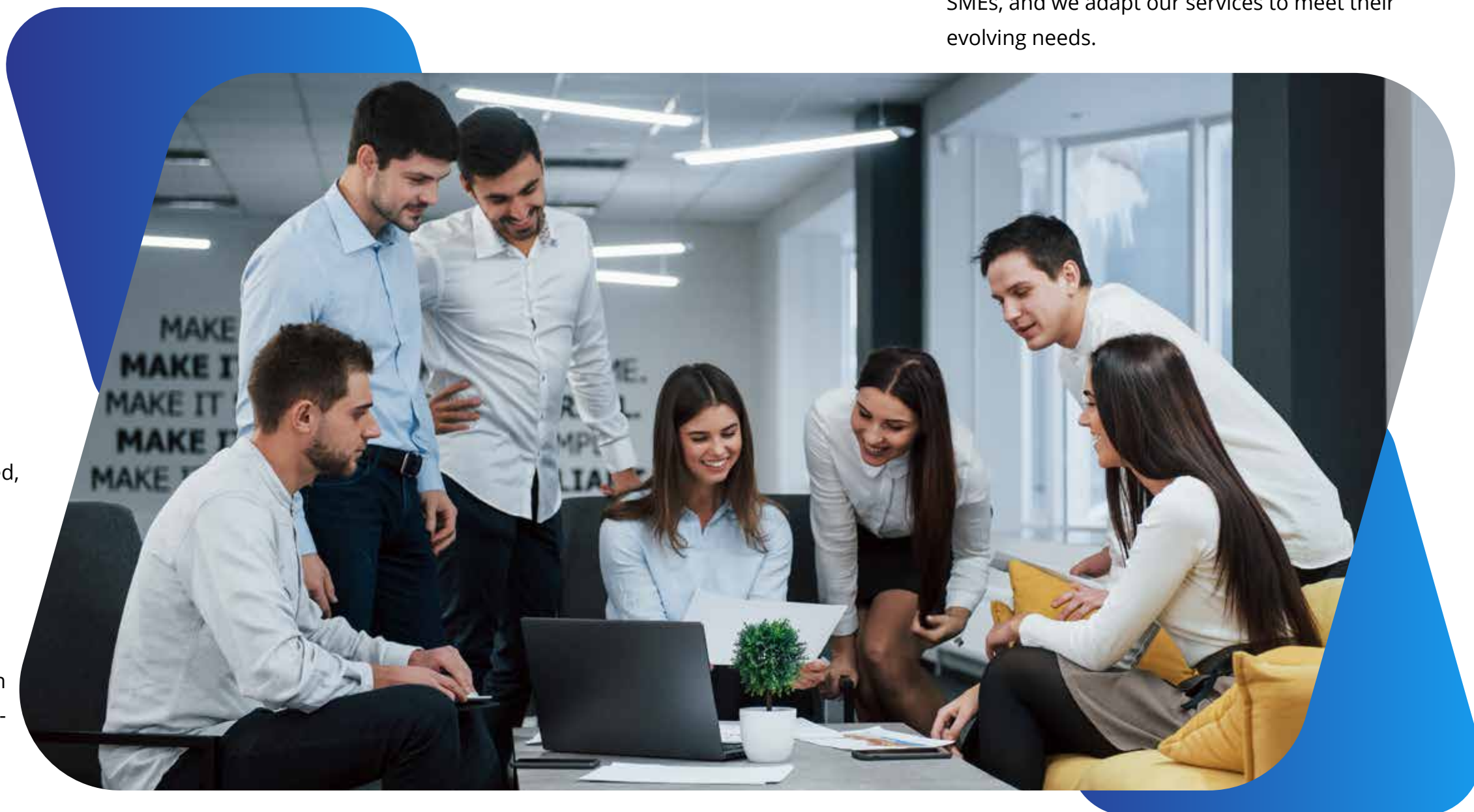
We handle sensitive business data with discretion and in full alignment with GDPR and industry standards.

Real-Time Access and Collaboration

Our systems support mobile access and seamless integration with external partners, including tax advisors and internal teams.

Tailored Support for Growing Businesses

We understand the challenges faced by startups and SMEs, and we adapt our services to meet their evolving needs.



INNOVATING YOUR DIGITAL FUTURE

We provide future-ready solutions that help your business run smarter, faster, and safer.



EASYTECT SERVICES

Easytect helps businesses grow with smart and reliable solutions. We offer Microsoft 365, Accounting, Power Platform, and Online Marketing services, each with tailored sub-services to boost productivity, simplify processes, and strengthen your digital presence.

➤ MICROSOFT 365 SERVICES

Microsoft 365 Administration
Microsoft Teams
Share Point
Exchange Online
Training Services

➤ POWER PLATFORM SERVICES

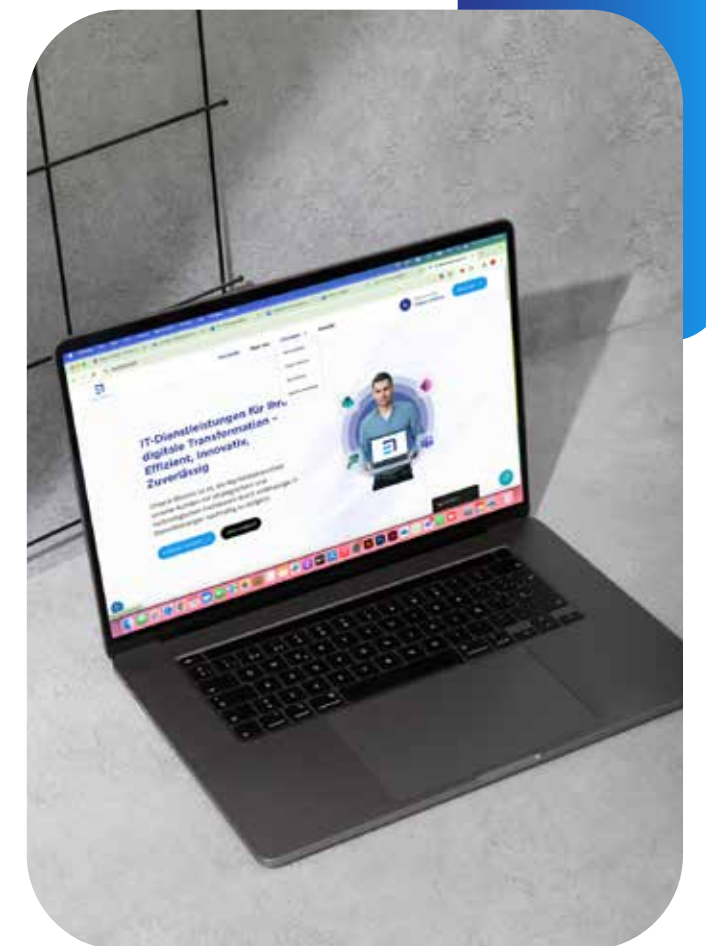
Power Apps
Power Automate
Power BI

➤ ACCOUNTING SERVICES

Bookkeeping
Payroll Management
Debtor and Creditor Management

➤ ONLINE MARKETING SERVICES

Strategic Online Marketing
Web Development
Responsive Website Design
SEO Services
Programming
Design Solutions



MICROSOFT 365 SERVICES

Easytect empowers businesses to redefine collaboration, communication, and productivity through Microsoft 365. Our tailored services ensure seamless integration, optimized performance, and secure digital transformation.

1 Microsoft 365 Administration

We optimize your Microsoft 365 environment to ensure smooth operations and maximum performance. Our experts manage transitions and configurations to align with your business goals.

- Seamless migration and setup of Microsoft 365
- Performance tuning and environment optimization
- Ongoing administration and support
- Compliance and governance configuration

2 Microsoft Teams

Enhance team collaboration and communication with Microsoft Teams. We help you set up and manage Teams to foster productivity and streamline interactions.

- Configuration and deployment of Teams channels
- Integration with Microsoft 365 apps and third-party tools
- Governance policies and user access management
- Training for effective usage and collaboration

3 SharePoint

Organize and automate your workflows with customized SharePoint solutions. We design platforms that improve document management and internal processes.

- Development of tailored SharePoint sites and libraries
- Automation of business processes using SharePoint workflows
- Integration with Teams, Power Platform, and Microsoft 365
- Security and permission management

4 Exchange Online

Secure and manage your email communications with Exchange Online. Our services ensure reliable access, data protection, and streamlined email operations.

- Setup and migration to Exchange Online
- Email security and spam protection
- Calendar and contact synchronization
- Ongoing support and troubleshooting



5 Training Services

We offer personalized training programs to help your team confidently use Microsoft 365 tools. From beginner to advanced levels, our sessions are designed to build lasting technical skills.

- Customized training modules for Microsoft 365 apps
- Hands-on workshops and virtual sessions
- Role-based learning paths
- Post-training support and resources



ONLINE MARKETING SERVICES

Easytect delivers strategic digital solutions that elevate your brand, enhance visibility, and drive measurable results. Our services are designed to support your business growth through tailored marketing, development, and design strategies.

1 Strategic Online Marketing

We create customized marketing strategies that align with your business goals and deliver long-term digital success. Our campaigns are data-driven, creative, and results-focused.

- Development of tailored digital marketing strategies
- Audience targeting and brand positioning
- Campaign planning and performance tracking
- Long-term growth and engagement strategies

2 Web Development

Our custom WordPress development services are built to scale with your business. We focus on creating secure, efficient, and user-friendly websites that reflect your brand identity.

- Custom WordPress website development
- Scalable and secure architecture
- Integration with third-party tools and platforms
- Ongoing maintenance and updates

3 Responsive Website Design

We design websites that deliver a consistent and engaging user experience across all devices. Our responsive designs ensure your content looks great on mobile, tablet, and desktop.

- Mobile-first and cross-device design
- User-friendly layouts and navigation
- Visual consistency and brand alignment
- Performance-optimized design



4 SEO Services

We help your business rank higher in search results through targeted SEO strategies. Our approach ensures long-term visibility and relevance in competitive digital spaces.

- On-page and off-page SEO optimization
- Keyword research and content strategy
- Technical SEO audits and fixes
- Performance tracking and reporting



5 Programming

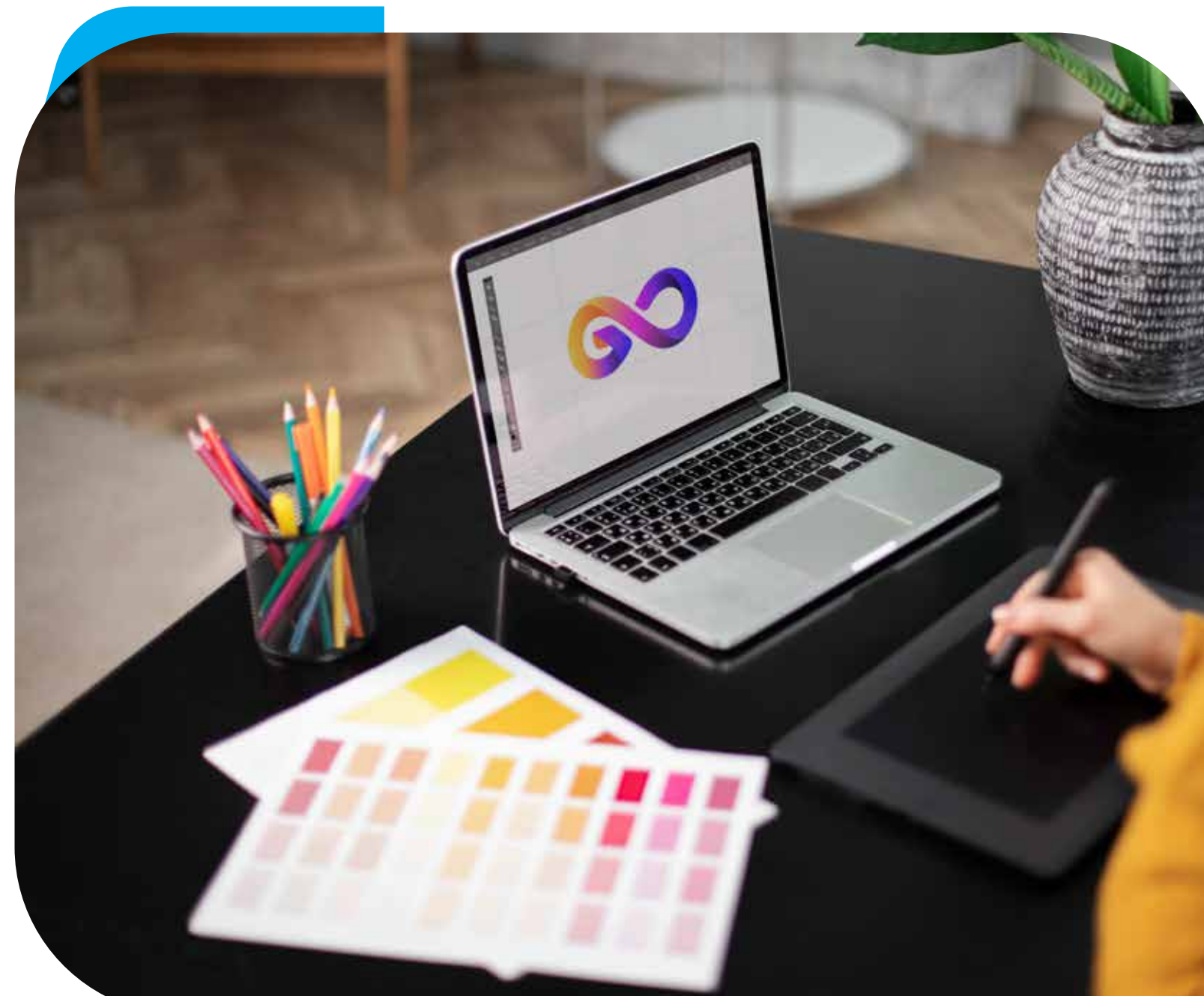
We offer custom programming solutions that are reliable, fast, and tailored to your business needs. From front-end to back-end, we build systems that perform.

- Custom web application development
- Front-end and back-end programming
- API integration and system automation
- Performance and security optimization

6 Design Solutions

We create professional print and digital designs that reinforce your brand identity. Our design services ensure consistency across all marketing materials.

- Design of flyers, brochures, and business cards
- Brand identity and visual consistency
- High-resolution print-ready files
- Creative direction and concept development



POWER PLATFORM SERVICES

Easytect supports businesses in streamlining operations, improving decision-making, and addressing unique challenges through the Microsoft Power Platform. Our solutions are structured to enhance efficiency, automate recurring tasks, and enable data-driven strategies.

1 Power Apps

We develop custom applications using Microsoft Power Apps to meet specific business requirements. These solutions are designed to improve internal work-flows, reduce manual effort, and support operational consistency.

- Design and deployment of tailored business applications
- Integration with existing Microsoft 365 tools
- Support for mobile and desktop environments
- Maintenance and updates for evolving business needs

2 Power Automate

With Power Automate, we help businesses automate repetitive tasks and optimize complex processes. Our implementations are built to reduce manual workload, improve accuracy, and increase overall productivity.

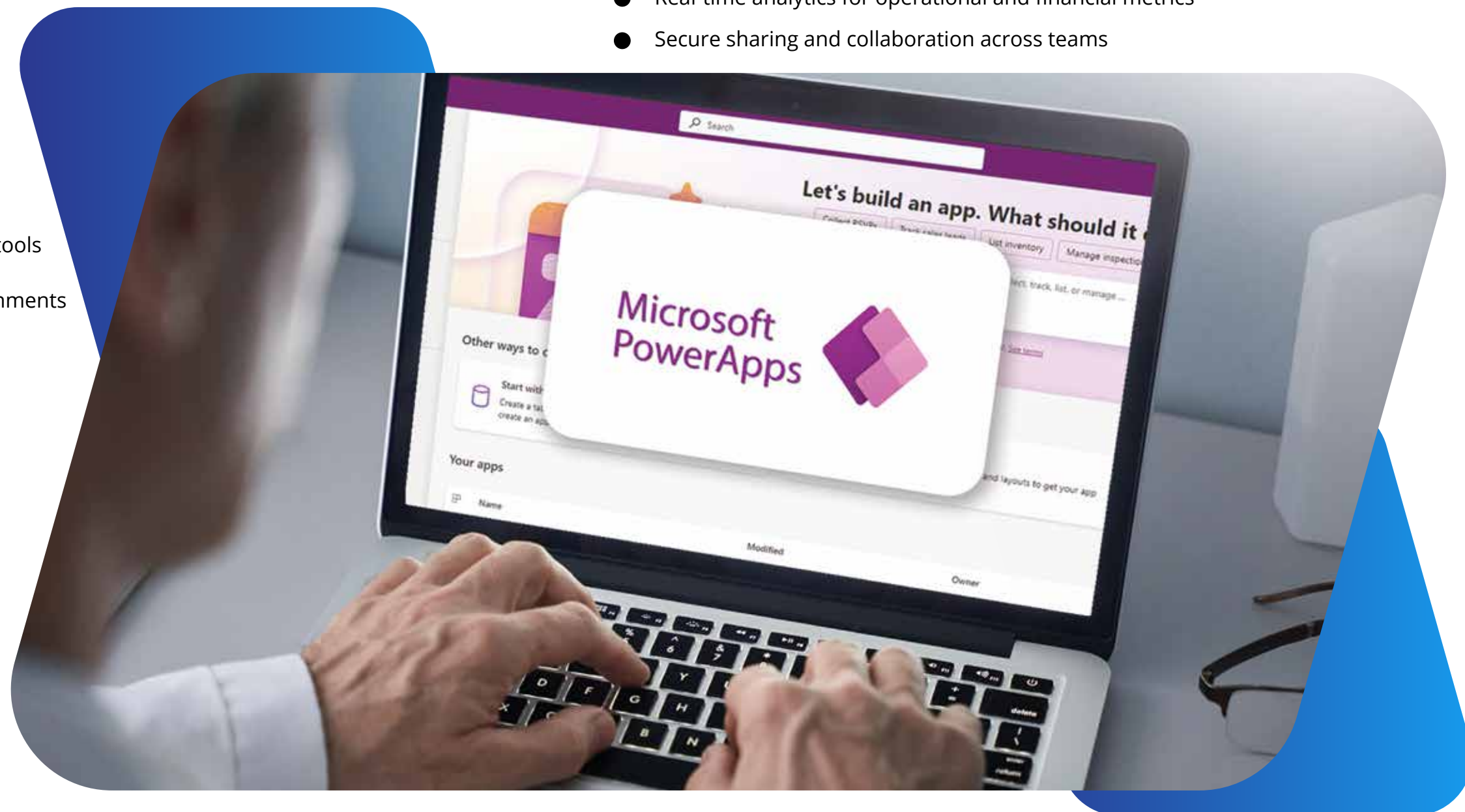
- Automation of routine workflows across departments

- Integration with Microsoft 365 and third-party platforms
- Trigger-based actions for approvals, notifications, and data handling
- Monitoring and refinement of automated processes

3 Power BI

We enable businesses to make informed decisions by transforming raw data into actionable insights. Using Power BI, we build structured dashboards and reports that support strategic planning and performance tracking.

- Development of interactive dashboards and visual reports
- Integration with internal and external data sources
- Real-time analytics for operational and financial metrics
- Secure sharing and collaboration across teams



ACCOUNTING SERVICES

Easytect delivers structured, compliant accounting services tailored to small and medium-sized businesses, including startups. With expertise in HGB and IFRS/IAS standards, we ensure your financial data is accurate, confidential, and always accessible, ready for collaboration with your tax advisor.

1 Bookkeeping

We provide precise bookkeeping in accordance with HGB standards, using DATEV-compatible formats to ensure seamless collaboration with tax advisors. Our services are designed to reduce administrative workload and support financial clarity.

- Preparation of profit and loss statements
- Balance sheets and preliminary financial reports
- Export-ready documentation for tax advisors
- Real-time updates and mobile access to financial data



2 Payroll Management

Our payroll services are processed with full confidentiality and in compliance with statutory requirements. We ensure timely and accurate handling of employee data, social contributions, and tax filings.

- Monthly payroll processing
- Secure data handling and reporting
- Coordination with tax advisors for filings
- Wage tax documentation and social security contributions

3 Debtor and Creditor Management

We help businesses maintain liquidity and transparency through structured accounts receivable and payable processes. Our reconciliation services ensure accuracy and resolve discrepancies efficiently.

- Accounts Receivable and Payable
- Monitoring of outstanding invoices
- Payment reminders and dunning procedures
- Reconciliation of incoming payments
- Invoice tracking and payment scheduling
- Supplier communication and documentation
- Dispute resolution and reconciliation

