

# Microsoft 365

*Get access to familiar Microsoft Office tools plus enterprise grade email, conferencing and IT services.*

Work from virtually anywhere, access your email, files and folders.

## Product overview

Designed for modern businesses, Microsoft 365 lets your business operate freely and securely, with all the Microsoft products you already know and trust, including:

### Exchange

- Online hosted business-class email and calendar sharing application
- 50GB mailbox
- Use your own company or private domain to send emails
- Enterprise anti spam and anti malware protection
- Shared contacts and calendars on all devices
- Familiar access to tasks and contacts across PCs, the web and mobile devices

### Skype for Business

Next generation communications capabilities including Presence, Instant messaging as well as PC-to-PC audio and video calling.



### OneDrive

- 1TB per user of online storage
- Secure, encrypted and controlled access to share documents with customers and partners
- Team collaboration interfaces and portals
- Always the latest versions of Microsoft Office tools
- Quick deployments of Office on desktops and mobile devices
- Roaming for your documents, applications and settings
- Conduct web conferences with team members, partners and customers

### SharePoint

Create sites to share downloads and information with colleagues, suppliers and customers.

*Fast, reliable and secure. Work the way you want on any device, virtually anywhere.*

## Stand alone offerings

### OneDrive for Business

Collaboration and productivity tools delivered in the cloud - plus, you have the freedom to mix on premise solutions with OneDrive for business.

### Office

Always have the latest versions of familiar Microsoft Office applications, no matter what device you are using.

### SharePoint online

#### Plan 1

- Offers advanced security technologies, is easy to manage and can be accessed from anywhere
- Connect with your employees across the enterprise and use it to engage with people, share ideas and re-invent the way you work together

#### Plan 2

- Plan 2 offers all the same security technologies, easy manageability and access benefits
- Includes additional functionality, Enterprise Search, eDiscovery, ACM, Compliance, Business Intelligence with Excel service, PowerPoint, Power View

### Project professional

Always the latest version Project Professional as a subscription - easily plan and manage projects with intuitive controls and flexible team tools.

### Project Online

Flexible online solution for project portfolio management and every day work. Enables your organisation to get started, prioritise project portfolio investments and deliver the intended value.

*Select all of Microsoft's products, or just the ones that are best suited to your business. Now that's true flexibility.*

## Product benefits

- A hosted, cloud-based IT solution with no upfront investment required in on-site equipment
- Use it across almost any device, smartphones, PCs and tablet devices
- Enterprise grade security with 99.9% guaranteed uptime
- Simple monthly per user fee for everything
- Be more responsive to customers and challenges
- Work from virtually any place on almost any device with familiar applications and consistent formatting
- Stay connected and collaborate with colleagues, suppliers and customers wherever you are
- Suits business of all sizes

### Project online and project professional with Microsoft 365

- Get started quickly with a flexible online solution for project portfolio management and every day work delivered through Microsoft 365
- Includes full desktop management capabilities as a subscription

### Power BI

- Business intelligence service for sharing, managing and consuming data and Excel workbooks that contain data queries, data models and reports
- Use the built-in capabilities of Power Query, PowerPivot and Power View to search for, import, shape and merge data
- Create in memory data models, interaction reports and visualisations

### Visio

- Includes the same stencils, features and shapes as Visio Professional 2013
- Allows each user to install Visio on up to 5 devices



# Plans

## SME business plans

	<b>Business</b>	<b>Business Basic</b>	<b>Business Standard</b>
Max number of licences	300	300	300
24/7 phone support from Microsoft for critical issues	✓	✓	✓
Word, PowerPoint, Excel, Outlook, OneNote, Publisher	✓		✓
iPad, Windows RT & smartphone apps	✓		✓
Office Online	✓	✓	✓
1TB cloud storage (OneDrive for Business)	✓	✓	✓
Email, calendar (Exchange)		✓	✓
Online meetings, IM (Lync)		✓	✓
Team sites, internal portals (SharePoint)		✓	✓
Enterprise social (Yammer)		✓	✓
Active Directory integration	✓	✓	✓

## Enterprise plans

	<b>Apps for Business</b>	<b>E1</b>	<b>E3</b>
Max number of licences	Unlimited	Unlimited	Unlimited
24/7 phone support from Microsoft for critical issues	✓	✓	✓
Word, PowerPoint, Excel, Outlook, OneNote, Publisher	✓		✓
iPad, Windows RT & smartphone apps	✓		✓
Office Online	✓	✓	✓
Access	✓		✓
1TB cloud storage (OneDrive for Business)	✓	✓	✓
Email, calendar (Exchange)		✓	✓
Online meetings, IM (Lync)		✓	✓
Team sites, internal portals (SharePoint)		✓	✓
Enterprise social (Yammer)		✓	✓
Active Directory integration	✓	✓	✓
Supports hybrid deployment	✓	✓	✓
Support for shared computer activation (RDS)	✓		✓
Upcoming services - Office 365 Video		✓	✓
Compliance - Archiving, eDiscovery, mailbox hold			✓
Information protection - message encryption, RMS, DLP			✓