Office 365

Office 365 is not a one-size-fits-all solution. There are multiple plans available to fit different company sizes and needs. Features and benefits include the following:

Familiar Office experience

Microsoft Office is the world's leading productivity application giving you anywhere access from virtually any device.

- Always the latest version of the familiar Office apps that you use and install on your desktop (e.g. Word, Excel, PowerPoint)
- Consistent formatting across your PC, Mac, phone, browser
- Office Web Apps as online companion for light editing in any browser (Internet Explorer, Chrome, Safari, or Firefox)

Instant messaging and video conferencing

Powered by Microsoft Lync Online, you can set up and join online meetings in Outlook with just one-click.

- Presence, IM, voice, and HD video conferencing
- Real-time note taking and document sharing
- Conduct online meetings with customers and partners
- Connect with Skype contacts using presence, IM, and voice
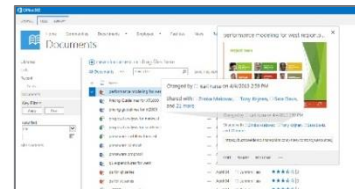
Business-class email

Powered by Microsoft Exchange Online, you can access your emails, shared calendars, and contacts from your PC, Mac, phone, and browser.

- 25 GB user mailboxes with up to 25 MB attachments
- Easy to add users and set up email on your domain name
- Robust anti-spam and anti-malware

Document sharing

Powered by Microsoft SharePoint Online, you can easily share documents and information with colleagues and customers.

- Share documents with controlled access
- Sync online files to your devices for offline access
- Share team emails and documents with Site Mailboxes
- Co-edit documents with others at the same time

	Office 365 Small Business Premium 1-10 users $12.50/user/month	Office 365 Midsize Business 10-250 users $15/user/month	Office 365 Enterprise E3 > 250 users $20/user/month
Office desktop apps (subscription to the latest full-featured Office, up to 5 PCs/Macs per user)	●	●	●
Email, calendar, antivirus/anti-spam, personal archive	●	●	●
Collaboration sites, secured file sharing	●	●	●
HD video conferencing, IM and presence	●	●	●
Office Web Apps (for editing Office files in browser)	●	●	●
Public web site (no additional hosting fees)	●	●	●
24/7 technical phone support	Critical issues only	Critical issues (biz hours for non)	For all issues
Active Directory integration for single sign-on		●	●
Advanced email: o Archiving and legal hold capabilities, plus unlimited storage; o Data Loss Prevention to avoid sharing certain data externally; o Information Rights Management to set rules on emails			●
Simple interactive dashboards using Access, Excel, or Visio Services			●
eDiscovery for compliance			●

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