



# Securely run and grow your business with Microsoft 365 Business



Microsoft 365 Business is an integrated solution, bringing together the best-in-class productivity of Office 365 with advanced security and device management capabilities to help you safeguard your business data.



## Get more done

Get the Office apps with built-in AI tools and online file storage and sharing



## Work better together

Collaborate, share, and communicate, with flexible tools that go where your team goes



## Build your business

Get more customers and improve the efficiency of your business operations



## Safeguard your data

Help protect your company against external threats and leaks with built-in privacy and compliance tools



## Simplified for you

Easily set up and manage users, devices, and data, so you have more time to focus on your business

## Your Microsoft 365 Business subscription includes:



### Office apps

Get the Office apps (Word, Excel, Outlook, PowerPoint and OneNote) installed across PCs, Macs, tablets and mobile devices.



### Email and calendaring

Use business-class email through an Outlook experience you can access from your desktop or from a web browser.



### File storage and sharing

Manage your files from anywhere with 1TB of storage.



### Data protection controls

Protect your business data on personal and company-owned devices



### Cyberthreat protection

Guard against unsafe attachments, suspicious links, and other malware



### Administration and deployment

Manage new PCs and devices faster and more easily than ever.



### Dependability and support

Get a 99.9% financially-backed uptime guarantee and 24x7 online and phone support.

# Compare Office 365 and Microsoft 365

	Office 365 Business Premium \$12.50 USD/user/mo.	Microsoft 365 Business \$20 USD/user/mo.
Devices per license	5 PCs or Macs ,5 tablets & 5 mobile devices	5 PCs or Macs ,5 tablets & 5 mobile devices
<b>Productivity applications</b>		
Word, Excel, PowerPoint, OneNote & Outlook	•	•
Publisher & Access (PC only)	•	•
Office apps for iOS and Android devices	•	•
Automatic new feature updates	•	•
<b>Business applications</b>		
Customer relationship manager built into Outlook	•	•
Self-service online customer scheduling	•	•
Create automated workflows with Microsoft Flow	•	•
<b>Collaboration services</b>		
Online meetings w/ screen sharing, audio and HD video	•	•
A hub for teamwork with Microsoft Teams	•	•
Task management for teams with Microsoft Planner	•	•
Business-class email, calendar and contacts	•	•
<b>Document storage</b>		
Office document versioning and history	•	•
File storage and sharing with 1TB per user	•	•
Document co-authoring and offline sync	•	•
<b>Device management</b>		
Securely manage data on Windows, macOS, iOS, & Android		•
Self-service PC deployment with Windows Autopilot		•
Simplified controls to manage Windows 10 Pro PCs		•
<b>Advanced Security Features</b>		
Helps protect your business from malware		•
Information Protection policies help control & manage data access.		•
Controls to protect company data on personal mobile devices		•
Preservation, Compliance & Archiving capabilities w/ continuous backup		•
<b>Support</b>		
24x7 web and phone support included	•	•
Deployment support with purchase of 50+ seats via Fastrack	•	•
99% financially-backed uptime guarantee	•	•

Learn more about Office 365 and Microsoft 365 at <http://www.office.com/business>.