

# MICROSOFT OFFICE 365 BUSINESS PLANS

BUSINESS			
	Office 365 BUSINESS	Office 365 BUSINESS ESSENTIALS	Office 365 BUSINESS PREMIUM
	\$12 <sup>00</sup> user/month	\$6 <sup>40</sup> user/month	\$15 <sup>90</sup> user/month
Intended for:	Best for businesses that need Office applications plus cloud file storage and sharing. Business email not included.	Best for businesses that need business email and other business services. Office applications not included.	Best for businesses that need business email, Office applications, and other business services.
Maximum of <b>300 users</b>	✓	✓	✓
Office Applications Included: Outlook, Word, Excel, PowerPoint, OneNote, Access (PC only)	✓	✗	✓
Services Included: Exchange, OneDrive, SharePoint, Skype for Business, Microsoft Teams, Yammer	Only OneDrive!	✓	✓
Email hosting with 50 GB mailbox and custom email domain address	✗	✓	✓
Web versions of Outlook, Word, Excel, and PowerPoint	Web version of Outlook not included, only Word, Excel, and PowerPoint	✓	✓
Desktop versions of Office 2016 applications: Outlook, Word, Excel, PowerPoint, OneNote (plus Access and Publisher for PC only)	✓	✗	✓
File storage and sharing with 1 TB of OneDrive storage	✓	✓	✓
FastTrack deployment support with purchase of 50+ seats at no extra cost	✓	✓	✓
24/7 phone & web support	✓	✓	✓
Licensed for commercial use	✓	✓	✓
One license covers 5 phones, 5 tablets, and 5 PCs or Macs per user	✓	✗	✓
Company-wide intranet and team sites with SharePoint	✗	✓	✓
Online meetings and video conferencing for up to 250 people	✗	✓	✓
Hub for teamwork to connect your teams with Microsoft Teams	✗	✓	✓
Collaboration across departments and locations with Yammer	✗	✓	✓
Manage tasks and teamwork with Microsoft Planner	✗	✓	✓
Get discovered and nurture customer relationships with Outlook Customer Manager	✗	✗	✓
Manage your business better with Microsoft Bookings	✗	✗	✓
Manage schedules and daily staff work tasks with Microsoft StaffHub	✗	✗	✓

Prices shown here do not include GST.