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MICROSOFT OFFICE 365 FOR BUSINESS

PRODUCT BRIEF

Microsoft Office 365 Cloud-Based Productivity

The reliability of Microsoft Office has now been enhanced with cloud features.

Easy Team Collaboration in Real-Time

Have all team members work and comment on the same project from different locations.

Office 365 is designed to enable its users to share, collaborate, and communicate in the cloud. Office 365 takes the Microsoft Office applications and combine them with hosted versions of Microsoft Exchange, SharePoint, and Lync (Microsoft's robust business communication tool). Office 365 is a reliable alternative to desktop applications, now with cloud storage, this will ensure that your information will be safe. Microsoft guarantees that Office 365 servers will have 99.9 percent uptime to make sure that your work will always be accessible.

Stay Connected With Team Sites

Share and manage important documents with everyone on your team.

One of the unique features of Office 365 is the ability to create Team Sites. Team Sites are collaboration spaces that are only available to users that the admin chooses. From the Team Site you'll be able to share documents for collaboration on projects and post messages to co -workers. The Team Site is highly customizable with tools that you can use to personalize the look and layout.

Your Favorite Apps Now On the Cloud

Share and manage important documents with everyone on your team.

The Microsoft Office Productivity Suite includes the following familiar Apps: Outlook, Word, Excel, PowerPoint, Access, OneNote, a SharePoint Team/Public Site, and an online meeting package. The applications are streamlined to have a less cluttered look that coincides with the revamping of Windows 8, they also load quickly and have been designed to work well with touch interfaces. You can also choose to open documents from your PC and kick them back to the cloud (simply by saving) when you are done to share and collaborate.

Customizable Plans to Fit Your Needs

No matter the size of your organization, we have an Office 365 package that will fit your needs.

- **Small Business:** Stay connected by improving communications with integrated IM, Web conferencing for online meetings, and multiparty data sharing to allow collaboration on projects.
- **Mid-to-Large Sized Operation:** If you have more than 25 people in your organization, then the dependability of your IT solution is a high priority. Microsoft Office has a record of reliability, and Professional Plus desktop suite with cloud versions is the strongest software solution on the market today for project collaboration and communication. And because your IT solutions package is customizable, you will never pay for more services than you need, and you can easily add additional features to accommodate the growth of your company.
- **Education:** The cloud-based features of Office 365 will also provide your students and faculty with greater online security and even allow entire classes to collaborate on projects.

Features

- Familiar Microsoft applications includes: Word, Outlook, Power-Point, Excel, OneNote and Access
- Email hosting with 25GB of storage
- Anti-spam and anti-virus filtering
- License rights to access an-premise deployment of Exchange Server, SharePoint and Lync Server
- Instant messaging, video calls, and online meetings
- 24/7 IT administrator support
- Share documents over any web browser on any device

Benefits

- Access your e-mail, documents, and calendar anytime, from anywhere, and on any device
- Guaranteed 99.9% uptime
- Your work is always backed up
- Data recovery service
- You control your data and manage who can view and edit
- Cloud computing is a secure and an environmentally friendly solution

Get Proactive! Call Us TODAY!

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