



Welcome to the **Future of Productivity.**

Moving to the cloud isn't a quick or easy decision. You've got a lot to think about. What is it really going to cost? Will it enable your people to work how and where they want to work—but still keep you in control? Is your data really going to be secure in the cloud? We understand these concerns which is why we recommend Microsoft® Office 365 for your business.

Office 365 is a cloud-based service hosted by Microsoft. It brings together the familiar Microsoft Office desktop applications with cloud-based business email, shared calendars, instant messaging (IM), video conferencing, and file sharing. It's designed to work with the Office you already know so you can get things done faster from virtually anywhere.

We recognise the importance of ensuring that the transition to any new technology is simple and hassle-free for your users, and so provide a comprehensive service to assist you through the implementation process.

ACCESS ANYWHERE

WORK HOW YOU WANT, WHERE YOU WANT

- Access to email, calendar sharing, contacts, and IM, from nearly any device
- A seamless offline/online experience
- Access to Office files and document editing

WORK TOGETHER

SHARE INFORMATION WITHOUT SACRIFICING SECURITY

- Secure, single-sign-on access to email, documents, people, and meetings
- Central online content storage and management
- IM, audio and video calls, and online meetings

BEST VALUE

GET A FAMILIAR EXPERIENCE FOR A PREDICTABLE PRICE

- Simplified per-user licensing
- Minimal infrastructure investments
- Automatic patches, updates, and back-end upgrades

EASY IT

STAY ONLINE, STAY PROTECTED

- 24/7 monitoring and online support community
- Always-up-to-date virus and spam protection
- Financially-backed 99.9 percent uptime guarantee
- Geographically-distributed data centers with backup & disaster recovery

To find out more about how we can help you to exploit the benefits of Microsoft Office 365, call us on +44(0)3700 603373, email sales.solutions@innovise.com or visit www.innovisesolutions.com for your free trial.



WHAT'S INCLUDED IN 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:

A FAMILIAR OFFICE EXPERIENCE

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

- Always the latest version of Office apps (e.g. Word, Excel®)
- 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)

BUSINESS-CLASS EMAIL

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

- 25 GB user mailboxes with up to 25 MB attachments
- Single inbox to manage all your emails and voicemails
- Easy to add users and set up email on your domain name

INSTANT MESSAGING AND VIDEO CONFERENCING

Powered by Microsoft Lync® Online, you can set up and join online meetings with desktop sharing and videos.

- Presence, IM, PC-to-PC audio and video conferencing
- Desktop sharing and recording
- Single-click meeting creation in Microsoft Outlook®
- Calendar integration with Outlook and Exchange

DOCUMENT SHARING

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

- Team sites to share documents internally and externally
- Offline access to documents
- Edit documents at the same time with colleagues
- Set up personal profile on My Site to connect with others

MIDSIZE BUSINESSES AND ENTERPRISES	E1* £5.75 PER USER/MONTH	E3* £15.00 PER USER/MONTH
User maximum	50,000+	50,000+
Cloud-based email using your own domain name	✓	✓
Contact & Calendar Sharing	✓	✓
Intranet for your team	✓ Up to 300 subsites	✓ Up to 300 subsites
IM, PC-to-PC calling and video conferencing	✓	✓
Hosted website for your business	✓	✓
Create and edit Word, PowerPoint, Excel and OneNote online	view only	✓
Premium antivirus and anti-spam filtering	✓	✓
Configurable anti-spam filtering	✓	✓
Microsoft Community Support	✓	✓
Live 24x7 phone support for advanced IT support issues	✓	✓
Active Directory Integration	✓	✓
Advanced voice—hosted voicemail support with auto attendant		✓
Advanced mail—archiving, 'legal hold' and unlimited storage		✓
Subscription to desktop version of Office ProPlus 2010		✓
Free trial		✓

*Additional plans available. Pricing excludes VAT.

To find out more about how we can help you to exploit the benefits of Microsoft Office 365, call us on