














Get work done and increase efficiency with Microsoft 365. Collaborate in real time with teamwork tools that are always up to date. Plus, get professional email and online storage—all with built-in security to help keep your data safe.

Services included



- Get desktop versions of Office apps, including Outlook, Word, Excel, PowerPoint, and OneNote (plus Access and Publisher for PC only).
- Host email with a 50 GB mailbox and custom email domain.
- Create a hub for teamwork to connect people using Microsoft Teams.
- Store and share files with 1 TB of OneDrive cloud storage per user.
- Use one license to cover fully installed Office apps on five mobile devices, five tablets, and five PCs or Macs per user.
- Get help anytime with around-the-clock phone and web support from Microsoft.
- Compatible with Windows 10, Windows 8.1, Windows 7 Service Pack 1, and the two most recent versions of macOS. All languages included.

Features

-  **Office apps**
Get monthly updates and the latest features and capabilities with fully installed and always-up-to-date versions of Outlook, Word, Excel, PowerPoint, and OneNote (features vary) for Windows or Mac, and Access and Publisher (PC only).
-  **1 TB of secure cloud storage per user**
Edit and share documents, photos, and more from anywhere, on all your devices with 1 TB of OneDrive cloud storage.
-  **Intranet and team sites**
Inform and engage your organization and connect people to content, knowledge, and processes with team sites on SharePoint. Tell your story with beautiful, easy-to-use sites.
-  **Email and calendars**
Get business-class email with Outlook, including a 50 GB mailbox per user, and send attachments of up to 150 MB.
-  **Professional digital storytelling**
Easily create engaging, interactive, web-based reports, presentations, newsletters, trainings, and more with Sway.
-  **Intelligent search and discovery**
Discover content and expertise across your organization with intelligent search across all your data sources including SharePoint, Delve, and Office apps.
-  **Connection and collaboration**
Instantly access everything your teams may need including chat, content, tools, and people with Microsoft Teams.
-  **Web and mobile app development**
Quickly build custom business apps for web and mobile with Microsoft Power Apps. Choose from templates or start from scratch. No coding required.
-  **Workflow automation**
Build automated workflows between apps and services to get notifications, synchronize files, collect data, and more with Microsoft Power Automate. No coding required.
-  **Works across multiple devices**
Get the fully installed Office apps on multiple PCs, Macs, tablets, and mobile devices (including Windows, iOS, and Android).²
-  **Instant messaging and online meetings**
Communicate using text, voice, or video calls with Microsoft Teams. Host meetings on the web using one-step screen sharing and HD video conferencing.