

## Office 365 Enterprise E3

Move your business ahead with the latest full Office, plus a wide range of integrated collaboration services coupled with advanced compliance features and full IT power.

### Office across your devices

Always have the latest versions of your familiar Office applications, no matter which device you're using—PC/Mac, tablet, or phone.

### Enhanced security and compliance tools

Get the tools to make it easier to ensure communications are more secure and within compliance policies.

### Deploy the way you want

Deploy on-premises with your own tools or with assistance from the Office 365 online service, and get smooth upgrades.

## Office 365 Business includes:

### Office suite

Always have the latest versions of:



- Capture your ideas however you work best—using a keyboard, pen, or a touchscreen.
- Easily format information in Excel with tools that recognize your pattern and auto-complete data.
- Easily incorporate content from PDFs to create your own great-looking Word documents.



### Office on PCs, tablets, and phones

Enjoy a full, installed Office experience across PCs, Macs, Windows tablets and iPad® and Android tablets, and most mobile devices. Each user can install Office on 5 PCs or Macs, 5 tablets (Windows, iPad, and Android), and 5 phones.

Office supports PCs and Windows tablets running Windows 7 or higher, and Macs running MAC OS X 10.6 or higher. Office for iPad can be installed on iPads running version 7 or higher. Office for Android can be installed on tablets running Android KitKat 4.4 or higher.

## Plus these online services

### • Email and calendars

Use business-class email through a rich and familiar Outlook experience you can access from your desktop or from a web browser using Outlook Web App. Get a 50 GB mailbox per user and send attachments up to 25 MB. [Learn more](#)

### • Advanced email

Use archiving and legal hold capabilities, plus unlimited storage, for compliance needs. And use data loss prevention (DLP) policies and policy tips that educate your users for additional compliance enforcement in email.

### • Document and email access control

Rights Management Services enables you to restrict access to documents and email to specific people and to prevent anyone else from viewing or editing them, even if they are sent outside the organization.

### • Online conferencing

Host online meetings with audio and video using one-click screen sharing and HD video conferencing.

### • Instant messaging and Skype connectivity

Connect with other Lync users via instant message, voice calls, and video calls, and let people know your availability with your online status. Share presence, IM, and audio calling with Skype users.

#### **File storage and sharing**

OneDrive for Business gives each user 1 TB of personal cloud storage that can be accessed from anywhere and that syncs with their PC/Mac for offline access. Easily share documents with others inside and outside your organization and control who can see and edit each file.

#### **Team sites**

Enable easy access and sharing of documents with 10 GB of baseline storage plus 500 MB of storage per user. Share insights through interactive reports with Excel Services and Visio Services, and view them on mobile device browsers that support HTML5.

#### **Corporate social network**

Yammer collaboration software and business applications allow your employees to connect with the right people, share information across teams, and organize around projects so they can go further, faster.

#### **Office Online**

Create and edit Word, OneNote, PowerPoint, and Excel documents from any modern browser.

#### **Mobility**

Sync email, calendar, and contacts; access SharePoint sites; view and edit Office documents with Office Online using a browser on Windows Phone, iOS, and Android devices. [Learn](#) more

#### **Enterprise management of apps**

Simplify management of apps in your organization with Group Policy, Telemetry, and Shared Computer Activation.

#### **Search and discovery**

Stay in the know. Search and discover content across Office 365 based on personalized insights. Office Delve is the first experience to be powered by Office Graph, a collection of analysed signals or insights derived from each user's behaviour and relationships to content, topics, and contacts.

#### **Corporate video portal**

Easily manage videos within your organization. Office 365 Video is a company-wide destination for video upload, sharing and discovery, and smooth playback across devices.

#### **Voicemail integration (Unified Messaging)**

Hosted voicemail support with auto-attendant capabilities. Voicemails are recorded to Exchange Online and users can access them from Outlook, Outlook Web App, or a compatible mobile phone.

#### **Advanced compliance tools**

With the unified eDiscovery Centre, you can search across SharePoint, Lync, and Exchange mailboxes. eDiscovery integrates with advanced retention and archiving, enabling in-place legal hold and case-based projects.

#### **Self-service Business Intelligence in Excel**

Do more with the tool you already know: Excel. Discover and connect to data with Power Query, model and analyse this data with Power Pivot, and visualize insights in interactive reports and maps with Power View and Power Map. [Power BI for Office 365](#) is a separate service offering to share and manage reports and queries created in Excel.

#### **Apps for Office and SharePoint**

New third-party and customer-developed apps work with Office and SharePoint to bring web services right into your documents and sites.