



# Office 365 and Microsoft 365 Price:

✓ = Included ✗ = Not Included

			Exchange Email + Productivity		Exchange Email + Productivity + Windows 10	Office Applications
	Office 365 Exchange Online Plan 1	Office 365 Exchange Online Plan 2	Microsoft 365 Business Basic	Microsoft 365 Business Standard	Microsoft 365 Business Premium	Microsoft 365 Apps for Business
Description	Full-featured Exchange with 50GB mailboxes, discovery capabilities and email archiving.	All of the features of Exchange Online Plan 1, plus 100GB of storage, data loss prevention and advanced security and compliance functions.	Exchange email, instant messaging, SharePoint and Office Online, for fewer than 300 users.	All the features of Business Basic, plus the full Office suite.	All the features of Business Standard, plus Windows 10 Professional subscription, mobile device and app management, and advanced threat protection for fewer than 300 users.	Full desktop, online and mobile versions of Office (Word, Excel, PowerPoint, Outlook and OneNote).
Cost <small>All accounts required a Year-term contracts required.</small>	Per User/Month \$7.90 (annual commitment)	Per User/Month \$13.20 (annual commitment)	Per User/Month \$12.80 (annual commitment)	Per User/Month \$18.80 (annual commitment)	Per User/Month \$30.20 (annual commitment)	Per User/Month \$12.95 (annual commitment)
Maximum Users	Unlimited	Unlimited	300	300	300	300
Office Applications <small>Install the latest Office on up to 5 PCs/Macs, 5 tablets and 5 phones per user.</small>	✗	✗	✗			
Collaboration Services <small>Improve team collaboration with shared team sites, online meetings, chat, calls and more.</small>	✗	✗				✗
Unlimited Support <small>Get help for any question or issue, no matter how big or small.</small>	✓	✓	✓	✓	✓	✓
Cutover Email Migrations to Office 365 (up to 150 users) <small>Included with an annual commitment. Let us help you plan and execute your migration to Office 365.</small>	✓	✓	✓	✓	✓	✗
Access to Top-Tier Office 365 Experts <small>With our Microsoft Certified Professionals on staff, we're ready to help you get the most from Office 365.</small>	✓	✓	✓	✓	✓	✓
Rapid Managed Escalation <small>We'll work directly with Microsoft to resolve your problems.</small>	✓	✓	✓	✓	✓	✓
Archiving for Exchange Online-Based Mailboxes <small>Store, preserve and safeguard your email data.</small>	✗	✓	✗	✗	✓	✗
Exchange Email Storage <small>Enjoy business-class email, contacts and calendar.</small>	50GB Per Mailbox	100GB Per Mailbox	50GB Per Mailbox	50GB Per Mailbox	50GB Per Mailbox	✗
OneDrive Storage <small>Store files and access them from any device, anywhere.</small>	✗	✗	1TB Per User	1TB Per User	1TB Per User	1TB Per User
Office Online <small>Use Word, Excel and PowerPoint from your browser.</small>	✗	✗	✓	✓	✓	✓
eDiscovery <small>Archive, search, analyze and package information for legal requests.</small>	In-Place eDiscovery	Litigation Hold In-Place Hold In-Place eDiscovery	In-Place eDiscovery	In-Place eDiscovery	In-Place eDiscovery	✗