



BCM One, a Gold Certified Microsoft Partner, offers Office 365 which boosts productivity for businesses with cloud-based collaboration tools that allow your workforce to be productive anytime, anywhere and on virtually any device. Low-upfront costs and the flexibility to add users and services as needed makes Microsoft Office 365 the ideal solution to incorporate across your organization.

## Office 365 and the Cloud Changes How Work is Done.

Work easier, from anywhere. Wherever your people are, online or offline, they can securely get to—and work with—the most up-to-date versions of the files and productivity tools they need to get things done. And they'll get consistent access and optimized experiences across devices.

**Work better together.** Office 365 includes business class email, shared calendars, IM, web conferencing, team sites, file storage in the cloud and private social networking. Business users can easily and securely work with colleagues, customers, partners and suppliers realtime, from virtually any device.

**Worry less.** Office 365 provides built-in, enterprise-grade security features and extensive privacy and compliance controls. All services can be securely managed from a single cloudbased console. And Microsoft provides a 99.9% uptime guarantee. Businesses can worry less knowing Office 365 provides the reliability and security features they need to protect their corporate data.

**Full Office desktop applications** on up to 5 PCs or Macs per user and Office for mobile devices on up to 5 tablets and 5 phones per user. Always up-to-date.

**Business-class email.** Large, 50GB mailboxes that can send messages up to 150MB in size, with contacts, shared calendars, and spam and malware protection that stays up to date. Businesses can use their own custom domain. Accessible across devices. (Exchange Online)

**Secure online file storage and sharing.** 1TB of space in the cloud per user to securely store, backup and easily share documents. Files are accessible from almost any device and can be synchronized to device for offline access. (OneDrive for Business)

**Private social networking.** Stay connected, share information and make faster, more informed decisions with a company social network. (Yammer)

**Unlimited online meetings.** Hold online meetings with up to 250 participants with screen sharing, HD audio & video, virtual whiteboards, polls and shared notes. Join from any device with a browser and Internet connection. (Skype for Business)

**Team and project sites.** Create intranet and extranet sites and libraries to support teams and projects. Share internally and externally. Connect with others through social feeds, groups and communities. (SharePoint Online)

## Benefits:

- **Reduce capital expenditure.** Available as a simple monthly subscription. Avoid large upfront costs for new software while moving the cost of IT from capital to operating expense.
- **Always up to date.** Since Office 365 is in the cloud, it is always up-to-date. No patches or software upgrades necessary. Microsoft adds new value and capabilities on a monthly basis.
- **Simplified management.** Reduce headaches by reducing IT infrastructure. Data and services reside safely in Microsoft's globally distributed datacenters with continuous backup & disaster recovery abilities. Office 365 services are easily managed via a single console.
- **Financially backed SLA.** Get peace of mind knowing Office 365 services come with a financially-backed 99.9% uptime service level agreement.
- **Enterprise-grade security and privacy.** Built for businesses, Office 365 provides best-in-class security and privacy features.