



Microsoft® Online Services



Microsoft® Office 2010 offers you rich and powerful new ways to deliver your best work on the PC, phone, and browser. With innovative breakthroughs, Office 2010 allows the people in your organization to work in ways that are faster, easier, and more intuitive. Office 2010 can keep your employees in touch and working effectively no matter where they are. They can use the same applications from their PCs, from a smartphone, or from a Web browser—and they can easily switch between modes of access¹.

Imagine on top of these capabilities you could access affordable cloud services that allow you the flexibility to scale up or down as your business evolves—whether you need basic or advanced solutions. With Microsoft Online Services you have access to enterprise class E-mail, Communication, and Collaboration tools in a simple subscription-based service with minimal upfront costs. And Microsoft offers you the choice between cloud services and traditional software—or a combination of both.

The Power of Office Extended

With Office 2010 and Microsoft Online Services you can light up the rich messaging and collaboration capabilities of Office productivity applications, and take those benefits with you wherever you work. Here's a look at some great features made possible by Online Services:

- Microsoft Outlook® 2010 gives you a preview of your calendar with every meeting request, and Conversation View allows you to quickly remove duplicate information or ignore entire threads. That means fewer clicks to manage everyday tasks so you can focus on your business. Exchange Online provides access to company e-mail, shared calendars, and contacts from virtually anywhere and works seamlessly with Outlook.
- Host meetings from virtually anywhere with Microsoft PowerPoint® 2010, which lets you broadcast presentations to anyone with a browser, or host an online conference with Microsoft Live Meeting to connect and engage your audience. Host anything from training and brainstorming sessions to partner negotiations. All without the cost or hassle of travel—simply and more securely.
- Access documents from virtually anywhere with Microsoft Office Web Apps. With just an Internet connection, you can access, edit, and share documents easily—and store them to Windows Live™ using your Windows Live ID. Or have a space for your entire team to access, share, and collaborate in one central location—accessible from virtually anywhere—with SharePoint® Online.

Adding these extra communication and collaboration capabilities is easy! Online Services are quick to deploy and simple to implement so you can see immediate productivity increases and empower your employees with the latest technology and software they already know.

“Not only does Office 2010 allow us to accomplish tasks faster, it's given us new capabilities we never had before.”

—Darina Vodrazkova, General Manager, DAQUAS (Czech Republic)

“Since installing Office 2010, I can't tell you how many times we've said 'Wow – look at this!' All the essential features are right there. We're very impressed.”

—Steve Birchfield, IT Operations Supervisor, Anazao Health (USA)

“With Microsoft Online Services, we can achieve that goal of doing more with less. The suite reduces IT costs while delivering more services than we could provide on our own. It's a win all the way around.”

—Gordon Peterson Director of Information Technology, City of Carlsbad

Why Microsoft Online Services

Microsoft has offered cloud solutions for over 15 years, and commits now to a 99.9 percent uptime and 24/7 support. Nobody else can offer you the choice between traditional, cloud or a combination of the both. You can combine the power of on-premises, enterprise-class solutions with the flexibility and scalability of the cloud. And you can scale up or down as your business needs change. Here's how Microsoft cloud services can benefit you:

- Streamlined communication
- "Anywhere access" with a seamless experience across desktop, mobile, and Web
- Real-time team communication, collaboration, and conferencing
- Simplified management
- Always up-to-date technology
- Lower rollout and run rate cost
- Improved agility and resource utilization
- Business-class security and reliability
- Multi-layer antivirus and spam filtering
- Highly secure data access for users via HTTPS
- Geo-redundant data center architecture

With Microsoft Online Services and Microsoft Office 2010 you can create, collaborate, and run your business practically anywhere—from a PC, phone, or browser. Let us show you how cloud services can provide your business with more agility, more freedom, and more security.

"Our staff and volunteers are using Microsoft Online Services to increase the efficacy of our humanitarian projects through reliable communications that build cohesive, productive field operations" —Joakim Pettersson-Winter Chief Technology Officer, Swedish Red Cross

Business Productivity Online Suite

Business Productivity Online Suite (BPOS) is a group of products designed to work as an integrated suite or individually

Exchange Online:

- Gain peace of mind through business-class security and reliability.
- Be productive in the office or on the road with "anywhere access" to e-mail, calendar, and contacts.
- Support business demands with rapid deployment and flexible expansion.
- Simplify regulatory compliance in a way that supports different employee needs.

SharePoint Online:

- Provide highly secure and centralized access to organizational resources.
- Flexibly and efficiently collaborate with team members.
- Leverage social network apps like wikis and blogs to connect with employees and partners.

Live Meeting:

- Collaborate productively with customers and partners while reducing travel expenses.
- Record audio and rich video and use at a later time.
- Easily extend training programs to remote attendees.

Office Communications Online:

- See presence information for your contacts and send instant messages.
- Get real-time text voice and audio.
- Synchronize your Active Directory® contacts from your phone or the Web.

ⁱ The Office Web Apps are online companions to Microsoft Office. An appropriate device, Internet connection, and supported Internet Explorer, Firefox, or Safari browser are required. Some mobile functionality requires Office Mobile 2010 which is not included in Office 2010 applications, suites, or Web Apps. There are some differences between the features of the Office Web Apps, Office Mobile 2010 and the Office 2010 application.