

# Business Productivity with Microsoft Online Services

In today's competitive global market, businesses need technology that enables flexibility and cost-effectively adds value to their organization. Internet-based hosted services provide a way to meet these objectives. They deliver feature-rich productivity tools to users while helping to relieve the burden of managing and maintaining business systems—freeing up IT departments to focus on initiatives that can deliver true competitive advantage.

Microsoft has a long history of developing and delivering innovative software and services for businesses and individuals. Designed to meet your unique business needs, our software-plus-services vision brings together the best of rich on-premise applications and flexible online services to give you ready access to the latest messaging and collaboration tools – without costly deployment and time-consuming maintenance. Microsoft® Online Services reliably delivers 99.9 percent scheduled uptime and carries a financially backed service level agreement.

## Let Our IT Resources Work for You

Microsoft Online Services gives your business the powerful productivity capabilities of Microsoft Exchange Server, Microsoft Office SharePoint® Server, Microsoft Office Communications Server, and Microsoft Office Live Meeting—all hosted online and all up and running quickly and easily without the upfront costs of an on-premise deployment. The suite of productivity tools enables your workers to communicate and collaborate effectively, while enabling your IT team to focus on more business-critical tasks. And with services hosted by Microsoft, you can have peace of mind knowing that experts are managing your IT and that your services will be available when you need them.

## Features and Benefits

Microsoft Online Services makes it easy for you to leverage and rapidly deploy familiar Microsoft server products as flexible services. These hosted services—our **Business Productivity Online Standard Suite**—include the following:

### Exchange Online

Provide employees access to e-mail, calendar, and contacts from virtually anywhere, at any time, on desktops, laptops, and mobile devices—while helping to protect against malware and spam. Exchange Online can be rapidly deployed, flexibly expanded, and is designed to be securely administered using a powerful yet easy-to-use Web-based console.

### SharePoint Online

Share documents, contacts, calendars, and tasks in a single location. Based on Microsoft Office SharePoint® Server 2007, SharePoint Online delivers rich collaboration capabilities that enable team members to flexibly and efficiently collaborate, find organizational resources, search your intranet site, and manage content and workflow.

### Office Live Meeting

Connect with colleagues and customers through real-time meetings, training sessions, and events using only a PC with an Internet connection. Hosted Web conferencing services from Microsoft Office Live Meeting give your employees the power to collaborate wherever they are, to set up project meetings, brainstorm ideas, and collaborate on whiteboards without the cost and hassle of travel!

### Office Communications Online

Enable users to find and rapidly connect with the right person from the applications they use most. Office Communications Online provides streamlined access to rich presence and instant messaging capabilities that are centrally managed by IT and work seamlessly with a range of Microsoft Office system programs.

Visit [www.microsoft.com/online](http://www.microsoft.com/online) today.

Start putting our IT resources to work for you!



Microsoft®  
Online Services

## How It Works

Each **Microsoft data center**, located strategically throughout the world, houses a highly reliable complex of equipment that provides seamless connectivity to the Microsoft Online suite of services. This global network of geo-redundant data centers provides around-the-clock access to your business-critical collaboration services, and helps keep your data safe.

With Microsoft Online Services, your IT staff retains control over the services offered to your end users. Microsoft Online Services work seamlessly with Microsoft Active Directory®, so you can continue to manage user policies centrally and control which services are available to your existing users. A single administrative panel—with consoles for provisioning, usage, monitoring, and support—enables simple and centralized

management. And your users can enjoy the convenience of a single sign-on to access all their hosted services.

## International Availability

Businesses around the world can take advantage of Microsoft Online Services. In addition to the United States, services are offered in 22 countries: Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Ireland, India, Italy, Japan, Netherlands, New Zealand, Norway, Portugal, Spain, Sweden, Switzerland, Singapore, the United Kingdom and the United States.

Customers can choose to have Microsoft Online Web portals and sign-in tools display in one of five languages: English, French, German, Japanese, or Spanish.

|   |  |
|---|--|
| <b>Microsoft Exchange Online</b>              | Default 25-GB mailbox per each user; mailboxes can be configured to smaller sizes                        |
|   | E-mail, shared calendar, shared tasks, and contacts  |
|   | Spam filtering and antivirus capabilities via Microsoft Forefront Online Security for Exchange           |
|   | Support for Microsoft Office Outlook® and Outlook Web Access   |
|   | Support for Windows Mobile®, other Exchange ActiveSync® 12 and Blackberry devices                        |
|   | Low-cost "deskless worker" offer for workers who use a PC and messaging services on a limited basis      |
| <b>Microsoft SharePoint Online</b>            | Portal, collaboration, content management, site search, and forms capabilities                           |
|   | Single location to share documents, contacts, calendars, and tasks                                       |
|   | Offline access to documents on the service from Outlook  |
|   | Roll-up views of calendars and tasks across multiple lists and sites                                     |
|   | Blog site templates that support article posting, reader comments, and RSS feed generation               |
|   | Low-cost "deskless worker" offer for workers who use a PC and collaboration services on a limited basis  |
| <b>Microsoft Office Live Meeting</b>          | Web client support for remote attendee flexibility   |
|   | Interactive application/desktop sharing and whiteboard tools   |
|   | Active speaker video switching, multi-party video, and multi-party VoIP/ audio                           |
|   | Rich media presentations, native video conferencing, high-fidelity recording, and Web cam capabilities   |
| <b>Microsoft Office Communications Online</b> | Instant messaging with text based chat using Microsoft Office Communicator 2007 client                   |
|   | Seamless presence awareness enabling users to check another user's availability on the network           |
|   | Presence information shared across Microsoft Office applications, including Outlook and SharePoint sites |
|   | Users can connect directly to the service over the Internet without RAS or VPN connections               |

**Microsoft®**  
Online Services