



Office 2013 and Office 365 for IT Consultants

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Office 2013

What's new

- Only electronic delivery
- Requires a Microsoft Account to download
- New UI
- Office Apps in the Office Store
- Improved PDF handling (Editing, Copying,...)



Office 2013

Notable features for consultants

- Can be installed in parallel with other versions of Office
- You must have an internet connection to install and activate
- Only compatible with Windows 7 and 8
- Default storage location of new files is SkyDrive/OneDrive
- Can sign-in to Office 2013 with your Microsoft Account
 - Save files to SkyDrive/OneDrive
 - Keep personal settings



Office 365

- Not a product, but a service
- Office 2013 is software, Office 365 is a service
- Home and business versions
- Additional SkyDrive storage
- Install on up to five devices*
- Access to the Office 365 mobile apps



Features

Office 365 ProPlus vs Office 2013

Office 365 ProPlus

- Office 2013 applications
- Install on five computers
- Pay monthly or annually
- Receive the newest version of Office when it's released
- Updates released monthly
- Additional SkyDrive space
- Office on Demand (Win 7/8 only)
- Office Mobile apps

Office 2013

- Office 2013 applications
- Install on one computer
- Pay once and you own it (\$139.99-\$399.99)
- Pay for new version of Office when it is released
- No additional SkyDrive space (7GB free for anyone)



Office 365 Home vs Business

Office 365 Home Premium

- Intended for home use
- License connected to the household
- Five licenses for PC & Mac
- Five licenses for mobile devices (not counting Windows Phone)
- 20GB of additional SkyDrive storage (added to your existing 7GB of free space)

Office 365 ProPlus

- Intended for business use
- License attached to the user
- Five licenses for PC & Mac
- Five licenses for mobile devices (not counting Windows Phone)
- 25GB of additional SkyDrive storage. More space can be added \$0.20 per GB/month



Office 365 – More than just Office

- Many services available
 - Email only
 - SharePoint Only
 - Email and Office
 - Email, Office, Voice, Active Directory integration, eDiscovery, and more



Office 365 email

- Uses Microsoft Exchange
- Use your own domain name
- 50GB of space per mailbox
- Maximum message size of 25MB
- Many features can be added



Which Office 365 license should I choose?

- Office 365 plans
- Pay attention to user limits
- Focus on:
 - Exchange Online Plan 1 – Email only
 - E1 – Email, SkyDrive Pro, SharePoint, Office Web Apps (view)
 - E3 – Everything from E1 + Office ProPlus, Office Mobile Apps, Office Web Apps (edit), and more...