





All the compliance features you need, in one place

Your data – secure and in your control

Access to 24/7 real-time support for critical issues

Protect what you value most.

 Office 365



Consistent, familiar and synced experience across phone, tablet and desktop

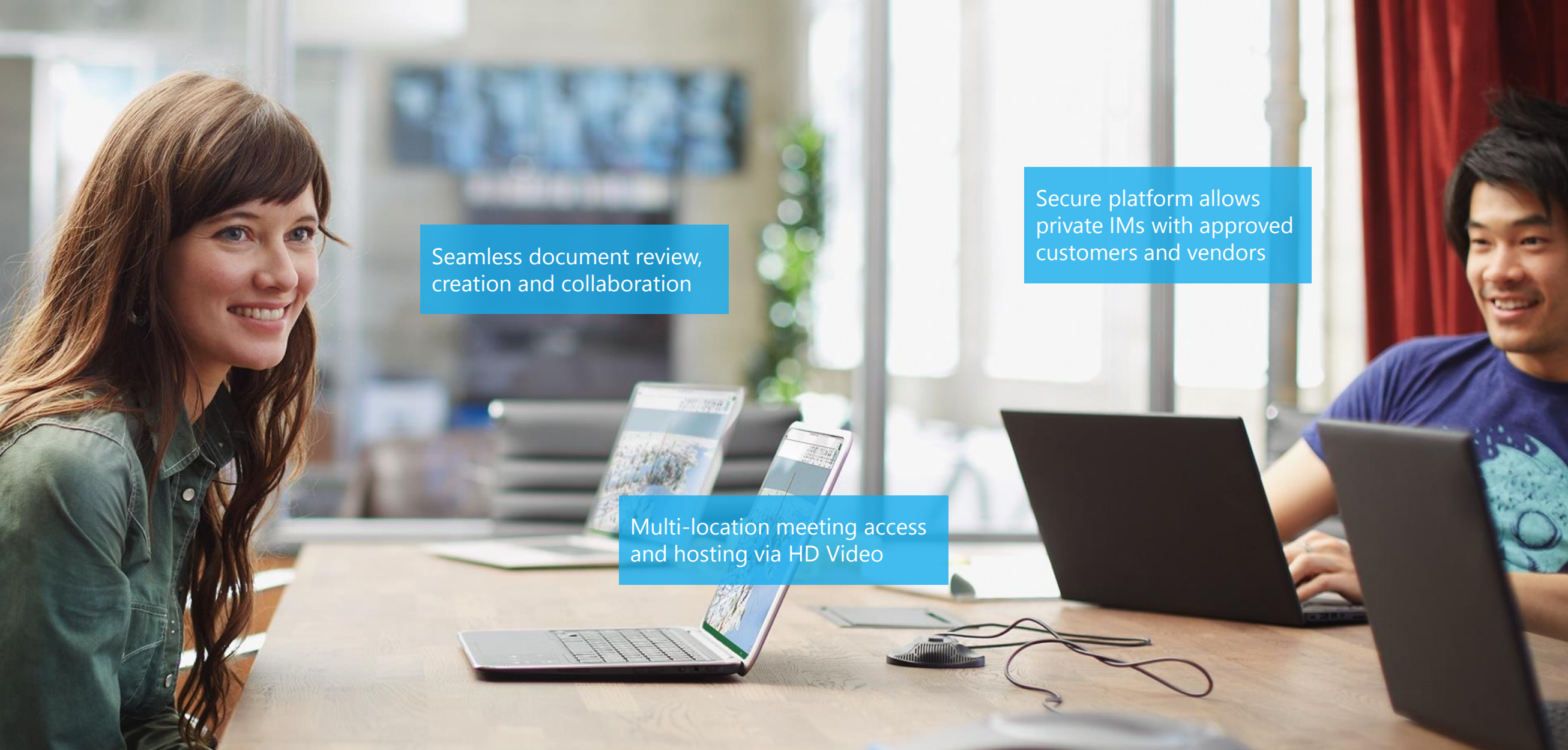
1TB online storage

On-the-go access to files, emails and conferencing

Create and edit documents in real time with colleagues

Work the way you want to.

 Office 365



Seamless document review,
creation and collaboration

Secure platform allows
private IMs with approved
customers and vendors

Multi-location meeting access
and hosting via HD Video

More flexibility for your law firm.

 Office 365



Word

Easy reading, easy writing,
on every device



Excel

Create order, organize data,
share insights



PowerPoint

Make your point
with clarity, your style



Skype for Business

Communicate with customers,
collaborate with colleagues,



Outlook

Stay productive
and connected



OneDrive
for Business

Sync files across
all your devices

The gold standard for your business.

 Office 365



Worry
less

Work
easier

Work
together

See how Office 365 can help you.

 Office 365

The New Office.



Worry Less



Outlook Multi-Factor
Auth



New DLP Policies



Deferred Updates



Hello

Single Sign On

Work Easier



Co-authoring



Skype Meetings



Modern Attachments



Shared Notebooks

Work Together



Office Everywhere



Get through your
email faster



Tell Me



Smart Lookup



Always there
docs

Create and edit documents in real time with colleagues



Communicate with customers, collaborate with colleagues, gain access to data and storage



Sync files across all your devices



All you need for best-in-class productivity.





Word

Easy reading, easy writing,
on every device



Excel

Create order, organize data,
share insights



PowerPoint

Make your point
with clarity, your style



Outlook

Stay productive
and connected



OneNote

All your notes
on all your devices



Publisher

Create something
that helps you stand out

The gold standard for your business.

 Office 365



Exchange Online

Manage your business communications across devices, share easily and securely with 50GB mailbox storage per user.

Exchange Online

 Office 365



Access to all your work and files in one secure, reliable place, with 1TB of cloud storage per user.

OneDrive for Business





 Skype for Business

Get messaging, audio and video calls, online meetings and sharing capabilities – in one app.

Skype for Business

 Office 365

SharePoint Online

A woman with long brown hair, wearing a light blue sweater, is sitting at a table in a cafe and looking at a laptop. A man in a light blue shirt is standing behind her, looking at the screen. The laptop screen displays a SharePoint Online interface with various tiles and images. The background shows a blurred cafe environment with other people and shelves.

Share ideas and work. Organize information, people and projects.

SharePoint Online

 Office 365

Yammer

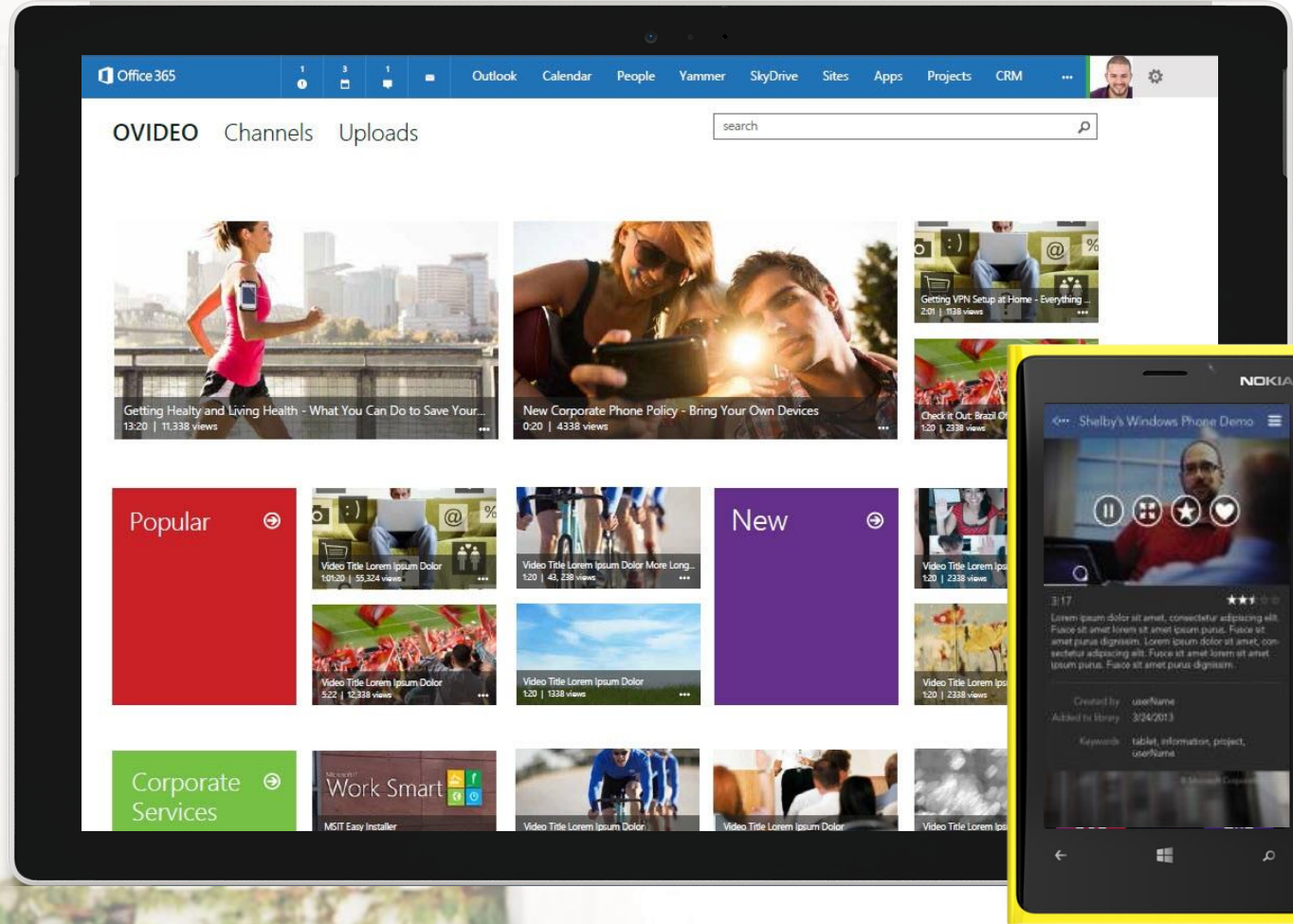
Private message with your team, share information and organize around projects.



Yammer

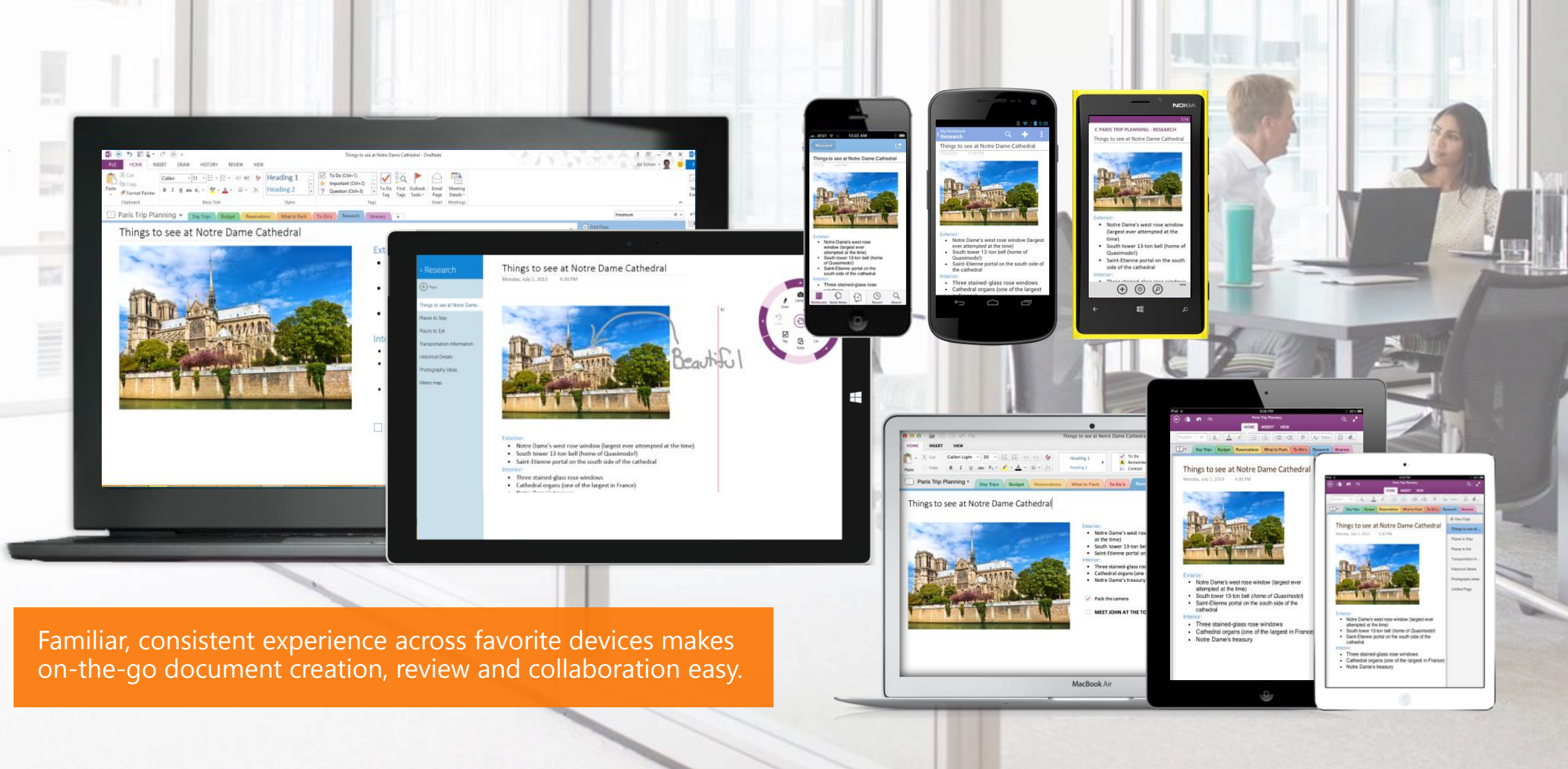
Office 365

Capture, share and discover videos from any device.



Office 365 Video

 Office 365



Familiar, consistent experience across favorite devices makes on-the-go document creation, review and collaboration easy.

Cross-platform experiences

Office 365



SharePoint SharePoint SkyDrive Sites Armando Pinto

Home Financial Audit

Name *
Financial Audit

Query
(investor NEAR(30) relations OR financial*)

Start Date: End Date:

Author/Sender:
Enter names or email addresses...

Search syntax and tips Advanced Query Options Search

Sources (Modify Query Scope)

Name	Items	Size
Sally Beck	3,573	1,016.18 MB
Team	147	31.55 MB
FY2012 Annual Report VTeam	4	67.50 KB
Geoffrey Storey	84	27.06 MB
Matthew Motley	74	25.97 MB
Total:	5,975	1.22 GB

Query Statistics

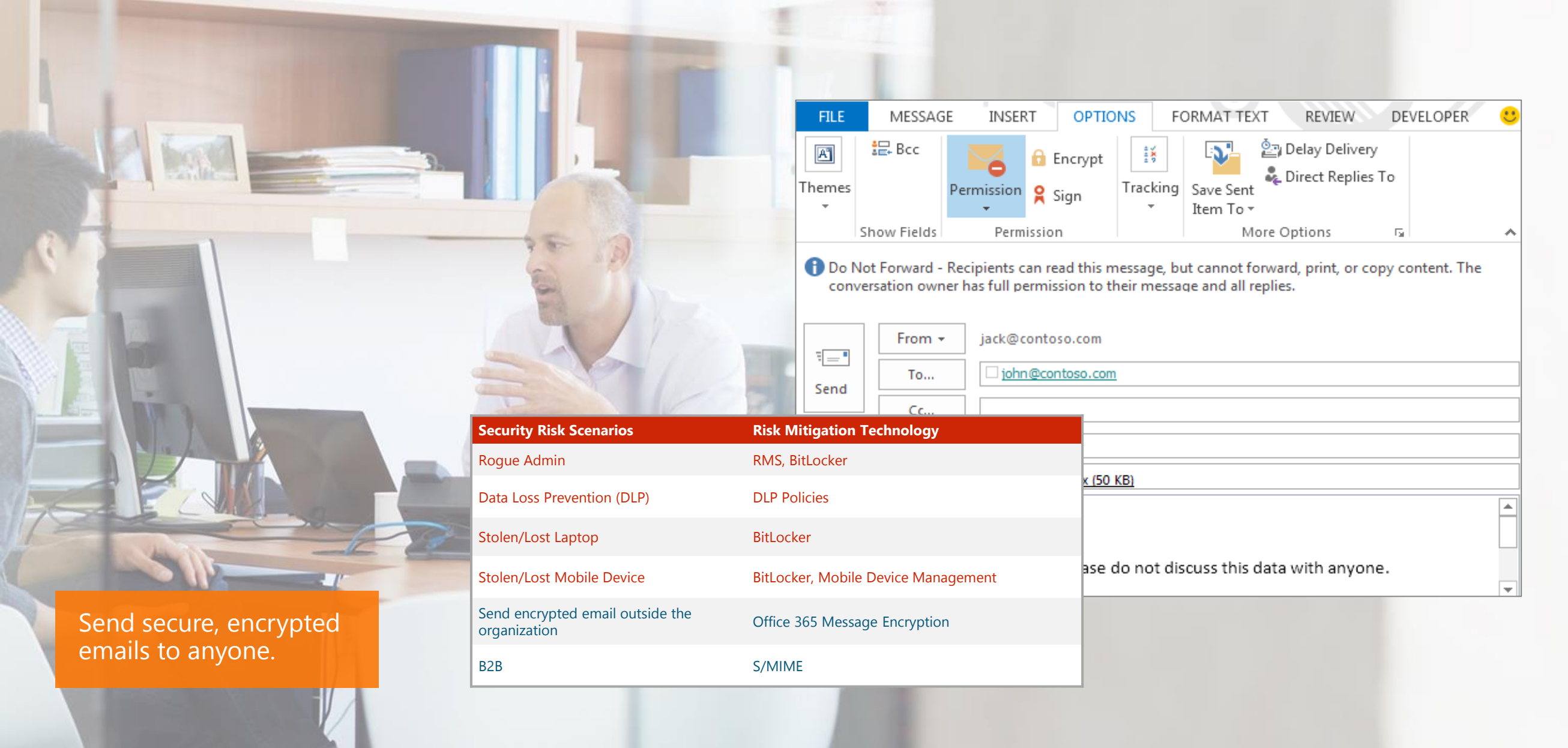
+ (investor NEAR(30) relations OR financial*)	5975
+ (investor NEAR(n=30) relations)	7
+ financial*	327
+ investor OR financial*	328
+ relations OR financial*	349

Exchange SharePoint

About 5,813 results

Message Type	Subject	Recipients	Sender	Date
<input type="checkbox"/> Email	hr division profit and loss.xlsx - Upload failed	Sally Beck	Sally Beck	6/7/2012
<input type="checkbox"/> Contacts	hr division profit and loss.xlsx - Upload failed	Sally Beck	Sally Beck	6/7/2012
<input type="checkbox"/> Meetings	hr division profit and loss.xlsx - Upload failed	Sally Beck	Sally Beck	6/6/2012
	hr division profit and loss.xlsx - Upload failed	Sally Beck	Sally Beck	6/6/2012
	Conversation with Geoffrey Storey	Geoffrey Storey	Sally Beck	6/4/2012

Find, protect, preserve and transfer up-to-date content from one central point.



Office 365 ribbon: FILE, MESSAGE, INSERT, **OPTIONS**, FORMAT TEXT, REVIEW, DEVELOPER

Options ribbon items: Themes, Bcc, Permission (selected), Encrypt, Sign, Tracking, Save Sent Item To, Delay Delivery, Direct Replies To, More Options

Message body: Do Not Forward - Recipients can read this message, but cannot forward, print, or copy content. The conversation owner has full permission to their message and all replies.


Message header: From: jack@contoso.com, To: john@contoso.com

Attachment: x (50 KB)

Text: Please do not discuss this data with anyone.

Security Risk Scenarios	Risk Mitigation Technology
Rogue Admin	RMS, BitLocker
Data Loss Prevention (DLP)	DLP Policies
Stolen/Lost Laptop	BitLocker
Stolen/Lost Mobile Device	BitLocker, Mobile Device Management
Send encrypted email outside the organization	Office 365 Message Encryption
B2B	S/MIME

Send secure, encrypted emails to anyone.



Financially backed
service-level agreement

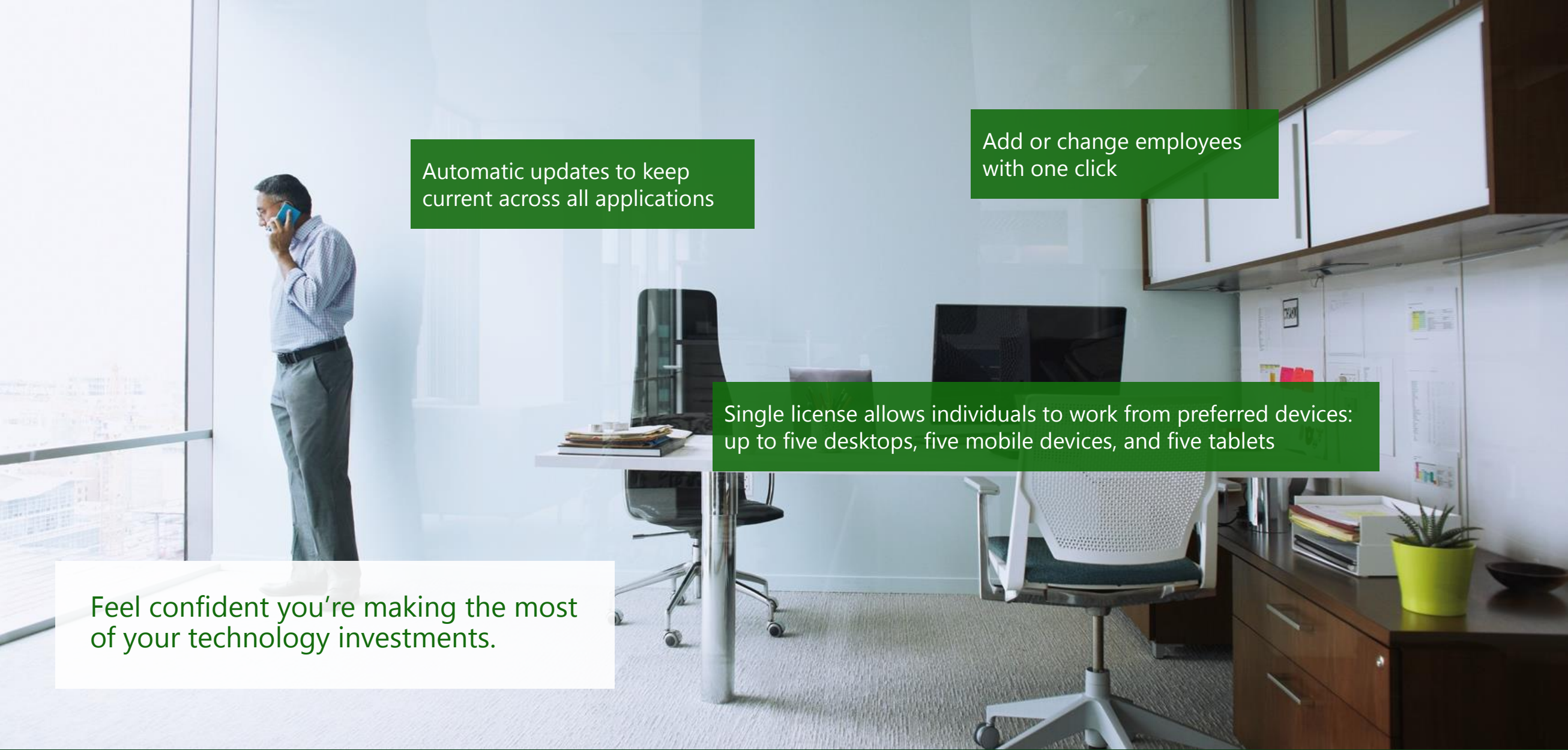
Customizable security
policies by user and device

24/7 technical phone support
for critical issues

Protect your data and keep business running with
enterprise-level services that are easy to set up and manage.

Get security and peace of mind.

 Office 365



Automatic updates to keep current across all applications

Add or change employees with one click

Single license allows individuals to work from preferred devices: up to five desktops, five mobile devices, and five tablets

Feel confident you're making the most of your technology investments.

Gain more control and choice.

A person in a dark suit, white shirt, and purple striped tie is pointing at a tablet. The tablet displays a document with an orange header and a map. The person's hand is holding a black pen. The background is a blurred office setting.

Search across other
Office 365 applications

Retention and archiving features help with
in-place legal hold and case-based projects

Get advanced features
you need for compliance.

Restricted access to
documents and email

Keep compliant.

 Office 365



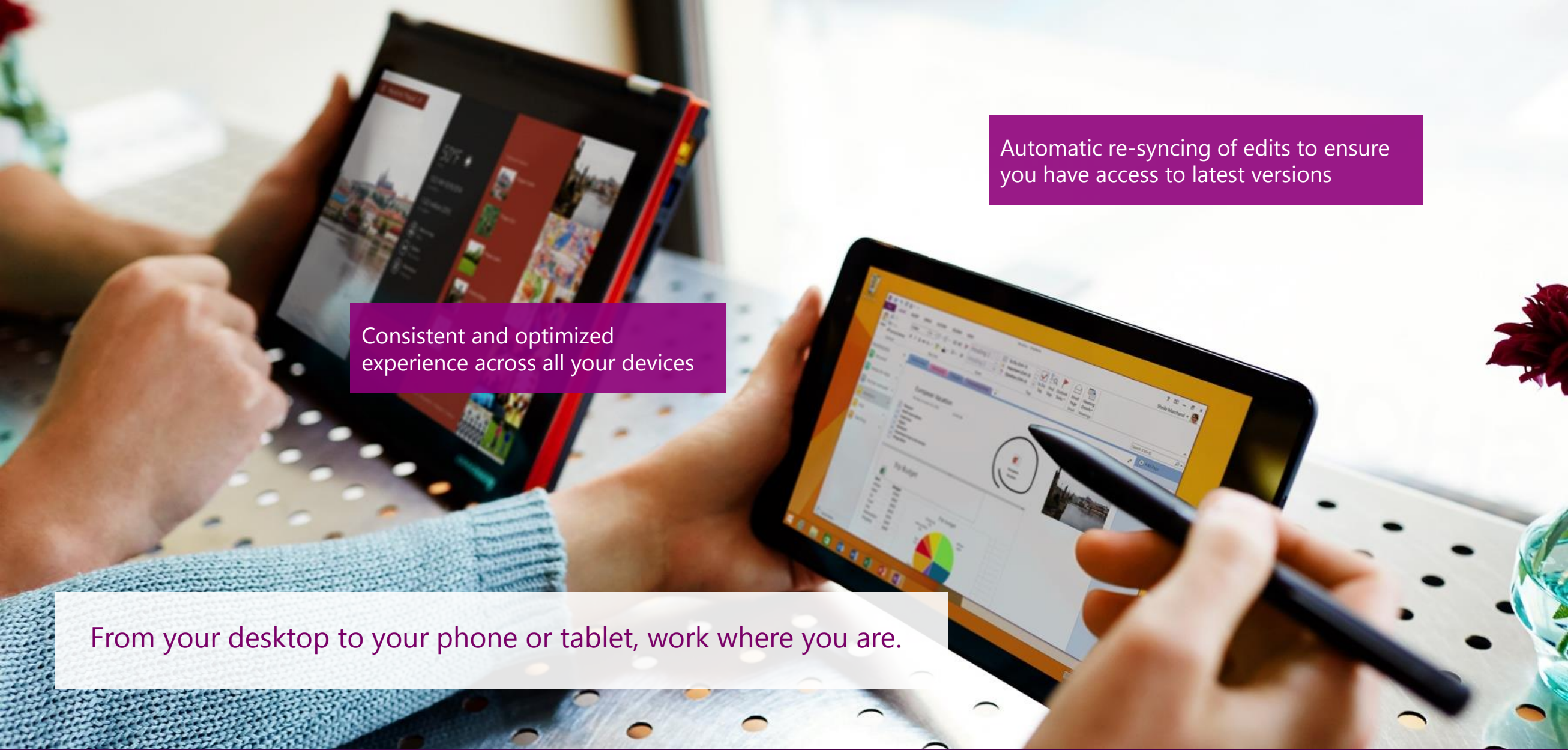
Worldwide standard of applications with familiar tools

Ability to create and edit documents in real time with colleagues

Meet your integrated, best-in-class productivity tool.

Work from anywhere.

 Office 365



Automatic re-syncing of edits to ensure you have access to latest versions

Consistent and optimized experience across all your devices

From your desktop to your phone or tablet, work where you are.



Work with teams and customers via sharing sites, video and private social networking

Host or join multi-location meetings with any device

Basic to more complex collaboration across all platforms and devices

Support your teams in being effective and efficient with relevant information for each individual

Makes working together smooth, secure and productive

Collaborate seamlessly.





Improve client service and experience

Improve knowledge management

Get 24/7 access to the client files and information you need

Improve agility, reduce costs and provide tools to work efficiently

Protect client information

Benefits for Law Firms

 Office 365

