

# Office 365 Exchange Online



Work smarter, anywhere, with hosted email  
for business



**Microsoft Partner**  
Silver Small and Midmarket Cloud Solutions

# An Introduction

Email is now, without doubt, the most essential collaboration and communication tool for all sizes of business.

Microsoft Exchange is something we are all familiar with and it has become the most widely adopted email platform in the world. However...it is also one of the most complicated and costly to manage.

Office 365 Exchange Online is finally a service that can offer you a totally flexible, secure, scalable and mobile business email solution with the peace of mind that all of your critical email is available, backed up and replicated 24 hours a day, 7 days a week.

**The best bit?** You continue to receive all of the functionality of having your own in-house Exchange solution without all of the difficulties, worries and expense of supporting the required server hardware and connectivity.

## Why should I choose Office 365 Exchange Online?

### Reduce Costs

Pay only for the services you *need* on a per user, per month basis with NO upfront investment.



### Connect Anywhere...Increase Productivity

Outsource your email for easy access to your messages, folders, contacts and even your team calendars online, allowing you to keep in touch and stay productive whilst on the move. Use a vast array of devices, including tablets and smart phones, to access your Exchange data...that way you are always close to your business. Staying connected means staying productive, even when you're on the road.

### Work Together

With Exchange Online you can share calendars, contacts and resources across your company, providing greater collaboration and team working.



### Stay Compliant

You will be provided with regular backups, replication and secure archiving as standard; ensuring you don't lose data you may need in the future...even if it is deleted.

### Eliminate the Woes of Hardware

Exchange Online services are designed with build-in redundancy to ensure hardware failures never affect your service, so you never have to worry about your email being unavailable.



## What do I get with Office 365 Exchange Online?

Large Mailboxes	Each user gets <b>50GB</b> of mailbox storage and can send messages up to 150MB in size.
Supported in Outlook	Users can connect their versions of Outlook to Exchange Online, so they can use the rich client application they already know.
Web-Based Access	The Outlook Web App provides a premium browser-based experience that matches the look and feel of the full desktop Outlook.
Outlook App	Get more done on your phone and tablet with the Outlook app for iOS and Android devices.
Shared Contacts and Calendars	Collaborate with shared calendars, groups, external contacts, tasks, and delegation capabilities.
In-Place Archive	Keep your inbox clean and organised by automatically moving old messages to an In-Place Archive.

