



Productivity - Collaboration - Mobility

## Microsoft Office365® for Enterprises

Work from anywhere, anytime and on any device. Office 365 is always ready. Whether in the office or on the road - the powerful applications are always close at hand and up to date - with new exclusive functions and security features. You can create, edit and share files in real-time, device-independent.

**Collaboration** – Office 365 provides integrated collaboration solutions: team chat, online meetings, collaborative authoring, secure file sharing, group email, and a social network.

**Security** – Integrated data protection, visibility, and optimized checkup functions for users ensure the highest level of security.

**Analysis** – With tools for monitoring live data, the ability to create dashboards, and data visualizations, Office 365 enables you to discover trends in data.

**Productivity & Mobility** – With Office 365, employees are productive and connected virtually everywhere via Office 365. With Mobile Office 365 Apps, you can view and edit documents on the go.

**Cloud services** enable secure viewing, creation and sharing of files with access to content, conversations, tasks and timetables from virtually any device.

### Benefits

- > Cost optimization with intelligent billing models
- > The right suite for every company
- > High user acceptance, intuitive usability and compatibility through global standards
- > Versatile office functions everywhere at hand
- > Professional tools for documents, databases, presentations, calculations, memos, notes, marketing etc.
- > Multiple communication channels via e-mail, chat, corporate social networks and video conferencing.
- > Flexible ways to share and store data in the cloud or locally.
- > Availability, security, stability and quality according to Microsoft standards

### Suitable for every company

Office 365 is available with different options to meet your specific requirements.

Office App	ProPlus	E1	E3	E5
Outlook	✓		✓	✓
Word	✓		✓	✓
Excel	✓		✓	✓
PowerPoint	✓		✓	✓
OneNote	✓		✓	✓
Access (PC)	✓		✓	✓
Publisher (PC)	✓		✓	✓
Services	ProPlus	E1	E3	E5
Exchange		✓	✓	✓
OneDrive	✓	✓	✓	✓
SharePoint		✓	✓	✓
Skype for Business		✓	✓	✓
Microsoft Teams		✓	✓	✓
Yammer		✓	✓	✓
Power BI Pro				✓

### Why Proservia



We are convinced that the digital transformation can only be successful when integrating the human factor. Changes in an organization need to be addressed holistically considering “man power” and IT topics together.

We call it peopleIT.



## Challenges

Before Office 365 can be used, operations must be optimally prepared - and we pave the way for our customers to enter the cloud.

### Selection of the edition

Take a close look at the right choice of Office 365 edition for your business. There are editions for small and large networks, for the middle class (E1 / E3), the all-round carefree package for large companies (E5). There are also differences in the components. We advise you so that you only choose and pay for what you need.

### Integration into operation

The integration of Office 365 can vary depending on the customer. We support this and consider, for example:

- > Active Directory integration
- > Login & Single Sign-on (SSO)
- > Identity & Access Management
- > Setting up and managing Exchange Online
- > Hybrid operation of Exchange 2016 and O365
- > Migration of mailboxes from Exchange to O365
- > Archiving and Legal Discovery
- > Managing SharePoint Online
- > SharePoint Migration
- > Mobile Device Management with O365
- > Manage OneDrive for Business
- > Troubleshooting O365
- > O365 security



## The Proservia Solution

We accompany you on the way to the optimal use of your office applications - from consulting, through successful integration into operation to administration.

When using the cloud-based solution, operational responsibility for the core elements is largely the responsibility of Microsoft. In this case, Proservia focuses on consulting, transformation or integration and remaining internal processes and orchestrating tasks. Our services include:

- > Consulting
- > Rollout (technical and project management)
- > Training for users
- > Service Management and L1 Support
- > Single-point-of-contact
- > Expertise and connection to Microsoft
- > Administration
- > Configuration Management
- > Change Management
- > Reporting & Cost Control

## Want to learn more?

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Proservia combines the aspects of digitalization and its impact to people into solutions. As *European IT Services brand of ManpowerGroup* we focus on in-country delivery, employing over 7,000 people. In Germany, with ~1,000 experts, we act as flexible partner always close to our customers with a focus on the user-related aspects of digital transformation.