

WHY IT EXECUTIVES ARE RUNNING TO OFFICE 365

(AND YOU SHOULD BE, TOO.)



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CHAPTER ONE

INTRODUCTION



INTRODUCTION

JOINING THE OFFICE 365 REVOLUTION

At this point, you have probably run into some issues when it comes to company collaboration, the costs associated with it, and the reliability on technology that may not be cutting it anymore. And we completely understand the struggles of a midsize business and why your unique requirements are probably much different than a small business or a large enterprise.

Just some of the things we are hearing from companies like yours... let's run through them.

“Managing complex infrastructure takes our IT staff away from the important projects.”

“People who don't work in the same location need to work together.”

“People need to work on many different devices.”

“We are cost conscious nowadays more than ever.”



INTRODUCTION

A large percentage of today's workforce spends at least part of their day away from their desk. And when they are not sitting at their desks, they still need access to the things important to them in order to stay productive, and they want access using the mobile devices they have, whether it's a smartphone or a tablet.

But don't even think about VPN access (we all know that connection only works half the time, especially when everyone just happens to be working from home on the same day).

So in order to maintain a competitive advantage, while businesses need a way to meet cutthroat competition while finding new projects and customers, they need to have information and answers at their fingertips.

Bottom line is that it is critical to provide your customer-facing employees with a better and faster way to show their work to their customers.

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PEOPLE NEED TO WORK ON MANY
DIFFERENT DEVICES.

- EVERY MID-SIZED BUSINESS EXECUTIVE



INTRODUCTION

When your business is growing, you have employees working from different locations, from client or home offices, and even travelling. So if they are not using the same set of tools, remote workers will have difficulties connecting and collaborating with everyone else.

But even if they are using the same tools, *if the tools weren't built to work natively together in the first place*, you are not maximizing your people's time, causing end user frustration and IT resources to build that integration.

So the lack of messaging and collaboration capabilities hinders team members' ability to work together on docs and in meetings. Each of them needs the ability to securely and easily share docs with their team and outside your organization.

The question is – do you trust a third-party website with your confidential content or would you prefer to use a service that is branded and has the controls you need?

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PEOPLE WHO DON'T WORK IN THE SAME LOCATION NEED TO WORK TOGETHER.

- EVERY MANAGER ON EVERY TEAM



INTRODUCTION

Many companies face a heavy IT burden and feel tied to their servers, distracting IT from working on more strategic activities. *(They've basically become interns at this point, and we know you're not paying them like they are).*

Then, the world's worst fears, security and reliability, creep in. Companies fear attacks from spam, viruses, malware – especially if it impacts their customers – and rightfully so!

Another IT headache comes from problems with integration, functionality, and ease of use. And even when you have a new solution in place, that solution often requires employee training time that IT and the end user don't have.

Is familiarity becoming an issue with software rollouts? Most definitely, especially in a mid-size company with limited IT time but enough employees to make training a bit hectic. So what's the solution here?

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MANAGING COMPLEX INFRASTRUCTURE
TAKES OUR IT STAFF AWAY FROM THE
IMPORTANT PROJECTS.

- EVERY IT MANAGER/EXECUTIVE EVER



INTRODUCTION

This is a GIVEN. IT Executives are always torn between wanting the best technology for their business so the company can continue to grow all while balancing their budget.

Given the uncertainty of the economy these days, this means that more and more companies are expected to do more with small IT budgets and headcounts. And sometimes that just seems impossible.

And even when an IT Executive is wanting to upgrade on-site software, it's a high expense to buy a new server, plus ongoing maintenance and troubleshooting expenses. And what about the hardware and software that companies already own? There's a lot of fear over losing current infrastructure investments as well. *Let's not even get into keeping track of licensing costs.*

It can all be rather overwhelming. And when your company is big enough to have an IT team but IT admin is lacking, what are your options?



WE ARE COST CONSCIOUS NOWADAYS
MORE THAN EVER.

- EVERY DECISION MAKER AT EVERY
COMPANY IN 2014





Given all these challenges, what you are really looking for is technology that fits the unique needs of your business. And that may be difficult, but trust us it's doable.



TECHNOLOGY, IN FACT, DOES HAVE THE CAPABILITY TO HELP YOUR COMPANY BE MORE PRODUCTIVE ANYWHERE & WORK BETTER TOGETHER, BUT MOST IMPORTANTLY FOR YOU TO SIMPLIFY YOUR IT AND GET MORE FROM YOUR INVESTMENT, ALL WHILE STAYING IN COMPLETE CONTROL.



CHAPTER TWO

SECURITY & RELIABILITY



SECURITY & RELIABILITY

The ability for IT Executives to control and customize security features in cloud-based productivity services is becoming an essential requirement for mid-sized companies. Today, IT teams are being required to deliver access to productivity services and associated documents and data from more devices, platforms, and places than ever before.

And because organizations are facing threats from around the world and by their own users accidentally losing or compromising sensitive data, the broader access required makes security management more challenging.

For these reasons, organizations require a service that can offer both built-in security features and a wide variety of customizable security features to meet their unique requirements.

The problem – when an organization is expanding remote access while maintaining security best practices, it's difficult and expensive to add this combination of security and functionality. *Sound all too familiar?*

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“I CAN'T OVER-EMPHASIZE HOW IMPORTANT GOOD SUPPORT IS, ESPECIALLY WHEN YOU CAN NO LONGER LAY HANDS ON THE SERVER. I'M IMPRESSED WITH MICROSOFT'S SUPPORT FOR OFFICE 365.”

-MIKE HENDERSON, INFRASTRUCTURE AND SUPPORT MANAGER | WEBROOT

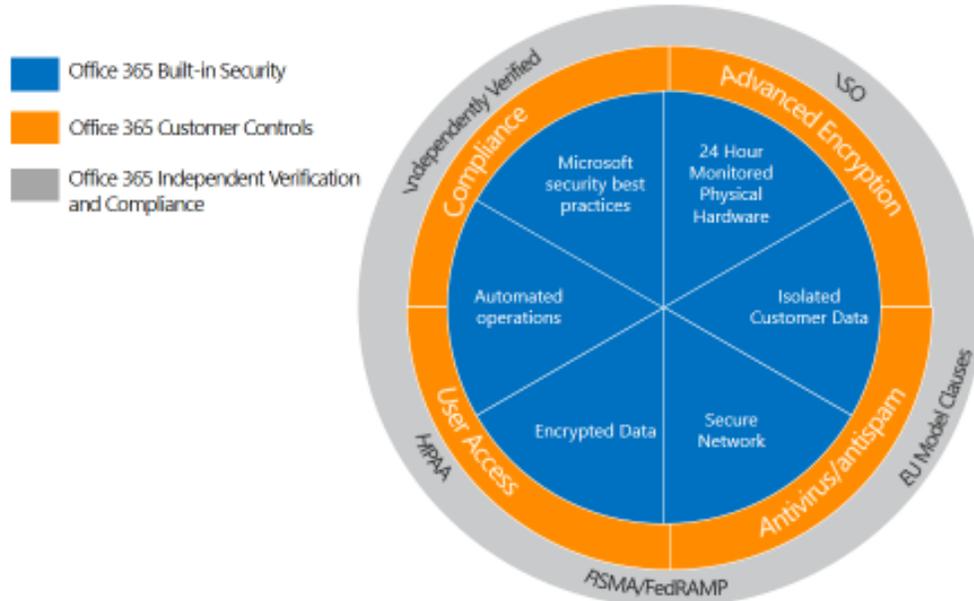


SECURITY & RELIABILITY

As a leader in cloud security, Microsoft implements policies and controls on par with or better than on-premises data centers of the most sophisticated organizations.

Office 365 security consists of 3 parts:

- 1 Office 365 Built-In Security
- 2 Office 365 Customer Controls
- 3 Office 365 Independent Verification & Compliance



BUILT-IN SECURITY

Office 365 is a security-hardened service that has in-depth security features built by default, so customers benefit from the experience Microsoft has gained from two decades of managing online data and significant investment in security infrastructure. Office 365 has implemented and continues to invest and improve processes and technologies to identify and mitigate security threats before they become risks for customers.

Office 365 Built-In Security Includes:

- 1 24-Hour Monitored Physical Hardware**
Microsoft data centers are strategically located around the world and are restricted 24 hours per day with natural disaster plans in place.
- 2 Isolated Customer Data**
Data storage and processing is segregated through Active Directory structure and capabilities specifically developed to help build, manage, and secure multi-tenant environments, allowing for scalability.
- 3 Automated Operations**
Staff access is strictly controlled via role-based access control and lock box processes. This automated process follows principles to ensure that the engineer requesting access has met eligibility requirements.
- 4 Secure Network**
Data centers are segmented to provide separation of critical back-end servers and storage devices. Edge router security detects intrusions and vulnerability. And the use of TLS/SSL establishes a highly secure connection.
- 5 Encrypted Data**
All email content is encrypted on disk using BitLocker 256-bit AES Encryption. Protection covers all disks on mailbox servers, and Office 365 also transfers and stores secure/multipurpose Internet mail extension messages.
- 6 Microsoft Security Best Practices**
Security Development Lifecycle, Traffic Throttling, Prevent Detect, and Mitigate Breach are a few processes used to keep O365 security the best.



CUSTOMER CONTROLS

Office 365 combines the familiar Microsoft Office suite with cloud-based versions of communications and collaboration services – including Exchange, SharePoint, and Lync Online – which each offer individualized, customizable security features. These controls allow customers to adhere to compliance requirements, give access to services and content to the appropriate people, configure anti-malware/anti-spam, and encrypt data where a customer holds key.

Enabling Advanced Encryption

Customers are provided the flexibility to select items they want to encrypt, and email encryption with non-federated users is available.

Enabling User Access

Strong authentication options allow granular control over how users can access and use Office 365. Customer-end federated identity, single-sign on provisions, and two-factor authentication secure user access unlike ever before.

Enabling Compliance

A range of compliance features are accessible, including data loss prevention (DLP), eDiscovery, and auditing and reporting functionality. Across these capabilities, the user experience is preserved and productivity is not impacted.

Enabling Anti-Spam/Anti-Malware

Multi-engine anti-malware scanning protects email from malicious software, plus you can block certain file types and rely on intelligent instant message filters for secure IM. Admin manages all options.



INDEPENDENT VERIFICATION & COMPLIANCE

Compliance At Its Best

Office 365 has turned security into a scalable process that can quickly adapt to security trends and industry-specific needs. Microsoft engages in regular risk management reviews, and develops and maintains security framework to meet the latest standards. Office 365 extends the controls implemented to meet these standards to customers who aren't necessarily subject to the respective laws or controls. Microsoft has implemented the following:

1

ISO 27001

This rigorous set of global standards covering physical, logical, process, and management controls allows for data transfer outside of the EU.

2

FISMA

Operating under FISMA requires transparency and frequent security reporting.

3

HIPAA BAA

This US law applies to healthcare entities and governs the use, disclosure, and safeguarding of protected health information.

4

EU Model Clauses

The EU Model Clauses address the international transfer of data. Office 365 was the first major business productivity cloud service provider to sign.

5

Cloud Security Alliance (CSA)

Office 365 fulfills compliance and risk management as defined in the CSA Cloud Control Matrix, meant to help customers transition efficiently to the cloud.



CHAPTER THREE

CONTROL & EFFICIENCY



CONTROL & EFFICIENCY

On any given day, basic IT management tasks like retaining security updates and upgrading back end systems occupy a great deal of your IT workers' time, preventing them from focusing their energy on business priorities. But although automation and outsourcing can save time and money, if done without attention to best practices, you may give up too much and make it harder to make your technology work for your business.

Office 365 will handle all of these tedious activities, while still giving your IT staff control over user management and service. Designed to provide the right balance, you will be enabled to get the value and streamlined management of the cloud while keeping control of the things that matter in your business.

“

LEARN HOW OFFICE 365 CAN SIMPLIFY YOUR IT MANAGEMENT WHILE STILL GIVING YOU THE CONTROL & EFFICIENCY YOU NEED TO SEE!



CONTROL & EFFICIENCY

1

Manage All Service in One Console

Simplify management with a single Admin Center. Office 365 also has integrated community support where IT admin can quickly search for any issues on the community right from within the portal.

2

Protect Your Company Against Spam & Malware

Take advantage of powerful and always up-to-date protection that's easy to manage and deploy. IT admins can setup anti-malware and anti-spam policies for an entire organization in just a few clicks.

3

Add Security to All Mobile Devices

Mobile devices are making your users' lives easier but IT harder to manage. Now you can enable mobile access and set up mobile policies for users from the same admin console. You can also remotely wipe data if necessary.

4

Deploy Office on Desktops Quickly & Effortlessly

By streaming the full-featured Office desktop apps directly from Office 365, you can deploy Office on desktops so easily that users can do it themselves by simply clicking on "install". Users can immediately go offline once installed.

5

Run Side-By-Side with Older Versions

Not only is Office quick to install, it can also run side-by-side with older versions of Office, meaning you can deploy and standardize everyone but still allow, say Finance, to open and use a budgeting Excel file they've been using for years.

6

Enjoy Business Continuity

With continuous data backup to geo-redundant servers, a 99.9% financially-backed service level agreement, and 24-hour IT level phone support, you're IT team should have a lot less to worry about!



CONTROL & EFFICIENCY

Communication & Transparency

It's clear that customers also want full transparency into the status of their service, and Office 365 provides just that!

Office 365 has a service health portal, which provides up-to-date information on service availability, details about service disruptions and outages, and a list of planned maintenance times. Admins for Office 365 Enterprise can also see status of individuals on the Office 365 dashboard and reports in the Admin Center.

This information is also available through RSS feeds and other communication forms. Additionally, 24/7/365 IT level support provides access to the expertise needed to resolve issues, while you stay in control of the user relationship.

And in terms of managing the technology itself, Office 365 provides a simplified, streamlined, web-based management tool, allowing you to retain control over user management and service configuration so you can tailor the service to your company. You can even automate management tasks and reporting. Plus, role-based access control enables you to delegate specific capabilities to certain users, for example, enabling a compliance officer to perform multi-mailbox search so your IT staff doesn't have to!

**THESE ARE JUST A FEW OF THE WAYS OFFICE 365
CAN HELP YOUR BUSINESS RUN SMOOTHER AND
MAKE LIFE EASIER, ESPECIALLY FOR YOUR IT
DEPARTMENT!**



CHAPTER FOUR

FAMILIARITY & PRODUCTIVITY



FAMILIARITY & PRODUCTIVITY

Creating an Office 365 workspace doesn't necessarily have to result in a large learning curve for your employees, which is a big plus! If your business already uses programs like Microsoft Office, Outlook, SharePoint, and others, your employees will basically just be transitioning to a cloud-based experience. And as we've mentioned before, since these programs are hosted in the cloud, they can access their information while on the go, from any device and on any network.

Office 365 also brings some exciting improvements to the programs your employees rely on each day. For instance, MailTips acts as a friendly assistant, alerting you of when you are about to send mail to individuals out of the office, if you're accidentally replying to a large distribution list or sending confidential information outside the company. Additionally, Lync Online now works with SharePoint Online and Office, so that workers can quickly and easily communicate and collaborate with one another in ways that include audio and video chats and desktop sharing!

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OVER 1 BILLION PEOPLE ON THE PLANET USE OFFICE TODAY. SO AS CUSTOMERS MOVE TO THE CLOUD, OFFICE 365 OFFERS THEM FAMILIAR TOOLS AND TECHNOLOGIES THAT BOOST THEIR PRODUCTIVITY RIGHT OUT OF THE GATE!



FAMILIARITY & PRODUCTIVITY

Because of the major familiarity we just talked about, transitioning to Office 365 is smooth for most businesses. In fact, many that try other productivity solutions in their business, such as Google Apps, then switch to Office 365 for easy access, broader capabilities, and you guessed it – *familiarity*.

Familiarity may not seem leading edge, but it's so powerful. When Office 365 encompasses all of the capabilities that most companies use with Office Suite and Outlook, it takes them to the next level by making it even easier to work from anywhere. And because Office 365 has the same look and feel as other Office products, employees are sure to be comfortable using it – meaning a learning curve and training you won't have to deal with!



CHAPTER FIVE

CONCLUSION



CONCLUSION

Bottom line is, is that the work force is mobile today, with people using a variety of devices. So while workplace boundaries have relaxed, people want to be productive whether they access information at their desktop or remotely, meaning easy access is important for most companies.

And no other cloud provider has the depth of experience in providing productivity tools to businesses that Microsoft does. As a result, many organizations use Microsoft tools and many Office 365 customers enjoy how the service is business-ready, complementing their existing environment, working with their existing tools. And syncing documents (making them always up-to-date and available) is just a small perk of Office 365 compared to what we've shown you throughout this eBook!

And most of all, Office 365 makes security number one.

OFFICE 365 SATISFIES CRITICAL REQUIREMENTS
FOR SO MANY COMPANIES AND ORGANIZATIONS.
IT'S NO WONDER WHY IT EXECUTIVES
ARE RUNNING TO OFFICE 365!



REQUEST YOUR FREE CONSULTATION TODAY

AS AN IT EXECUTIVE, OFFICE 365 WILL FREE UP YOUR RESOURCES AND INCREASE EFFICIENCY, ALL WHILE STAYING UNDER BUDGET.

BUT MOVING TO OFFICE 365 IS A PROJECT WITH MANY PHASES THAT REQUIRES EXPERTISE AND A LOT OF TIME. THAT'S WHY MOST PEOPLE CHOOSE TO MAKE THE MIGRATION WITH A WELL EXPERIENCED MICROSOFT PARTNER, AND THAT'S JUST WHAT WE DO! SO GET IN TOUCH WITH US!



GET MY FREE OFFICE 365
MIGRATION CONSULTATION

