Office 365 and Microsoft 365 Business Plans Features Comparison

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	Exchange Email Only		Exchange Email + Productivity		Exchange Email + Productivity + Windows 10	Office Applications
	Office 365 Exchange Online Plan 1	Office 365 Exchange Online Plan 2	Microsoft 365 Business Basic	Microsoft 365 Business Standard	Microsoft 365 Business Premium	Microsoft 365 Business Apps
Description	Full-featured Exchange with 50GB mailboxes, discovery capabilities and email archiving, for unlimited users.	All of the features of Exchange Online Plan 1, plus 100GB of storage, data loss prevention and advanced security and compliance functions.	Exchange email, instant messaging, SharePoint and Office Online, for fewer than 300 users.	All the features of Business Basic, plus the full Office suite.	All the features of Business Standard, plus Windows 10 Professional subscription, mobile device and app management, and advanced threat protection for fewer than 300 users.	Full desktop, online and mobile versions of Office (Word, Excel, PowerPoint, Outlook, and OneNote).
Maximum Users	Unlimited	Unlimited	300	300	300	300
Office Applications Install the latest Office on up to 5 PCs/Macs, 5 tablets and 5 phones per user.	✖	✖	✖	✔ (icons)	✔ (icons)	✔ (icons)
Collaboration Services Improve team collaboration with shared team sites, online meetings, chat, calls and more.	✖	✖	✔ (icons)	✔ (icons)	✔ (icons)	✖
Unlimited 24x7x365 U.S.-Based Support Get help for any question or issue, no matter how big or small.	✔	✔	✔	✔	✔	✔
Free Email Migrations to Office 365 (up to 250 users) Let us help you plan and execute your migration to Office 365.	✔	✔	✔	✔	✔	✖
Access to Top-Tier Office 365 Experts With hundreds of Microsoft Certified Professionals on staff, we're ready to help you get the most from Office 365.	✔	✔	✔	✔	✔	✔
Rapid Managed Escalation We'll work directly with Microsoft to resolve your problems quickly.	✔	✔	✔	✔	✔	✔
Active Directory Integration Manage user credentials and permissions seamlessly.	✔	✔	✔	✔	✔	✖
Exchange Email Storage Enjoy business-class email, contacts and calendar.	50GB Per Mailbox	100GB Per Mailbox	50GB Per Mailbox	50GB Per Mailbox	50GB Per Mailbox	✖
OneDrive Storage Store files and access them from any device, anywhere.	✖	✖	1TB Per User	1TB Per User	1TB Per User	1TB Per User
Office Online Use Word, Excel and PowerPoint from your browser.	✖	✖	✔	✔	✔	✔
eDiscovery Archive, search, analyze and package information for legal requests.	In-Place eDiscovery	Litigation Hold In-Place Hold In-Place eDiscovery	In-Place eDiscovery	In-Place eDiscovery	In-Place eDiscovery	✖
Archiving for Exchange Online-Based Mailboxes Store, preserve and safeguard your email data.	✔	✔	✔	✔	✔	✖

✔ = Included ✖ = Included
✚ = Add-Ons Available

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	Office 365 Exchange Online Plan 1	Office 365 Exchange Online Plan 2	Microsoft 365 Business Basic	Microsoft 365 Business Standard	Microsoft 365 Business Premium	Microsoft 365 Business Apps
Windows Enterprise	+	+	+	+	Windows Professional Upgrade Rights	+
Device & App Management	+	+	+	+	Microsoft Intune	✖
Azure Active Directory	+	+	+	+	Azure Active Directory P1	✖
Data Loss Prevention Address email security compliance, without hindering productivity.	+	✔	+	+	✔	✖
Azure Information Protection Plan (AIP) Classify, label and protect your documents and emails.	+	+	In-Place Discovery	+	✔	✖
Office 365 Advanced Threat Protection P2 Keep your organization safe with intelligent data analysis to identify and respond to suspicious activity quickly.	+	+	+	+	+	✖
MS Defender Advanced Threat Protection Keep your organization safe with intelligent data analysis to identify and respond to suspicious activity quickly.	+	+	+	+	+	✖
Cloud App Security Identify and combat cyberthreats with analytics.	+	+	+	+	+	✖
Schedule & Task Management PowerApps, and Power Automate	+	+	+	+	✔	✖
PowerBI Professional Connect to hundreds of data sources, and visualize all your data with live dashboards and reports. Then share insights across your organization to fuel intelligent action.	+	+	+	+	+	+
Audio Conferencing Enable attendees to join from any telephone via a local access number, in addition to single-touch join on PC, smartphone, and browser.	✖	✖	+	+	+	✖

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Office 365 and Microsoft 365 Enterprise Plans Features Comparison

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	Exchange Email Only	Exchange Email + Productivity		Exchange Email+ Productivity + Windows 10		Exchange Email + Productivity + Windows 10 for Firstline Workers		Office Applications Only
	Office 365 Enterprise E1	**Office 365 Enterprise E3**	**Office 365 Enterprise E5**	**Microsoft 365 E3**	**Microsoft 365 E5**	**Office 365 F3**	**Microsoft 365 F3**	**Microsoft 365 Enterprise Apps**
Description	All the features of Business Basic, plus unlimited scalability and advanced discovery capabilities.	All the features of E1, plus the full Office suite, data loss prevention and the complete suite of eDiscovery tools.	The most comprehensive Office 365 offering, including Exchange, Office, and SharePoint, plus audio conferencing, threat intelligence, advanced analytics, and more.	All the features of Office 365 Enterprise E3, Enterprise Mobility + Security E3, and Windows 10 Enterprise E3. Includes Windows Enterprise, 100 GB Exchange mailbox, Office 365 Data Loss Prevention, and Azure Information Protection.	The complete Microsoft Modern Workplace solution. Includes Office 365 Enterprise E5, Enterprise Mobility & Security to maximize security, productivity, and manageability.	Online only access to a 2GB Exchange mailbox, instant messaging, SharePoint, 2GB of OneDrive storage and online versions of Office. Designed to complement E1 and E3 for firstline workers.	Combines Office 365 F3, Windows 10 Enterprise, and Enterprise Mobility & Security—to enable the firstline workforce to do their best work. Includes the ability for employees to clock in/out and track tasks and to stay connected through integrated messaging.	Full desktop, online and mobile versions of Office (Word, Excel, PowerPoint, Outlook, and OneNote).
Maximum Users	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Office Applications Install the latest Office on up to 5 PCs/Macs, 5 tablets and 5 phones per user.		✔	✔	✔	✔	✔	✔	✔
Collaboration Services Improve team collaboration with shared team sites, online meetings, chat, calls and more.	✔	✔	✔	✔	✔	✔	✔	✖
Unlimited 24x7x365 Support Get help for any question or issue, no matter how big or small.	✔	✔	✔	✔	✔	✔	✔	✔
Free Email Migrations to Office 365 (up to 250 users) Let us help you plan and execute your migration to Office 365.	✔	✔	✔	✔	✔	✔	✔	✖
Access to Top-Tier Office 365 Experts With hundreds of Microsoft Certified Professionals on staff, we're ready to help you get the most from Office 365.	✔	✔	✔	✔	✔	✔	✔	✔
Rapid Managed Escalation We'll work directly with Microsoft to resolve your problems quickly.	✔	✔	✔	✔	✔	✔	✔	✔
Active Directory Integration Manage user credentials and permissions seamlessly.	✔	✔	✔	✔	✔	✖	✔	✖
Exchange Email Storage Enjoy business-class email, contacts and calendar.	50GB Per Mailbox	100GB Per Mailbox	100GB Per Mailbox	100GB Per Mailbox	100GB Per Mailbox	2GB Per Mailbox	2GB Per Mailbox	✖
OneDrive Storage Store files and access them from any device, anywhere.	1TB Per User	Unlimited Per User (Minimum 5 Licenses)	Unlimited Per User (Minimum 5 Licenses)	Unlimited Per User (Minimum 5 Licenses)	Unlimited Per User (Minimum 5 Licenses)	2GB Per User	2GB Per User	1TB Per User
Office Online Use Word, Excel and PowerPoint from your browser.	✔	✔	✔	✔	✔	✔	✔	✔

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Office 365 and Microsoft 365 Enterprise Plans Features Comparison

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	Office 365 Enterprise E1	Office 365 Enterprise E3	Office 365 Enterprise E5	Microsoft 365 E3	Microsoft 365 E5	Office 365 F3	Microsoft 365 F3	Microsoft 365 Enterprise Apps
eDiscovery Archive, search, analyze and package information for legal requests.	eDiscovery Center In-Place eDiscovery	eDiscovery Center Litigation Hold In-Place Hold In-Place eDiscovery eDiscovery Case Holds	eDiscovery Center Litigation Hold In-Place Hold In-Place eDiscovery eDiscovery Case Holds	eDiscovery Center Litigation Hold In-Place Hold In-Place eDiscovery eDiscovery Case Holds	eDiscovery Center Litigation Hold In-Place Hold In-Place eDiscovery eDiscovery Case Holds	✖	✖	✖
Archiving for Exchange Online-Based Mailboxes Store, preserve and safeguard your email data.	✚	✔	✔	✔	✔	✚	✚	✖
Windows Enterprise	✚	✚	✚	Windows Enterprise E3	Windows Enterprise E5	✚	Windows 10 Enterprise	✚
Device & App Management	✚	✚	✚	Enterprise Mobility + Security E3	Enterprise Mobility + Security E3	✚	Enterprise Mobility + Security	✖
Azure Active Directory	✚	✚	✚	Azure Active Directory Premium P1	Azure Active Directory Premium P2	✚	Azure Active Directory Premium P1	✖
Data Loss Prevention Address email security compliance, without hindering productivity.	✚	✔	✔	✔	✔	✚	✚	✖
Azure Information Protection Plan (AIP) Classify, label and protect your documents and emails.	✚	Azure RMS included. Full AIP: $3.00	✔	✔	✔	✚	✚	✖
Office 365 Advanced Threat Protection P2 Keep your organization safe with intelligent data analysis to identify and respond to suspicious activity quickly.	✚	✚	✔	✚	✔	✚	✚	✖
Windows Defender Advanced Threat Protection	✚	✚	✚	✚	✔	✚	✚	✖
Cloud App Security Identify and combat cyberthreats with analytics.	✚	✚	✚	✚	✔	✚	✚	✖
Schedule & Task Management Microsoft StaffHub, PowerApps, and Flow.	✚	✚	✚	✔	✔	✔	✔	✖
PowerBI Professional Connect to hundreds of data sources, and visualize all your data with live dashboards and reports. Then share insights across your organization to fuel intelligent action.	✚	✚	✔	✚	✔	✚	✚	✚
Audio Conferencing Enable attendees to join from any telephone via a local access number, in addition to single-touch join on PC, smartphone, and browser.	✚	✚	✔	✚	✔	✚	✚	✖

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