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For home

For business

Includes Microsoft Teams for easy remote working.


Explore Office

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OneDrive for Business Plan 1

OneDrive for Business Plan 2

Microsoft 365 Business Basic

Microsoft 365 Business Standard

\$5.00 \$10.00 \$5.00 \$12.50

user/month
(annual commitment)

user/month
(annual commitment)

user/month
(annual commitment)

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Try free ⁴ for one month

File sharing and OneDrive storage

File sharing and OneDrive storage with advanced security and compliance capabilities

Microsoft Teams and cloud storage. Desktop versions of Office apps not included.

Business-class email, Office apps, and services like OneDrive

Services included

Services included

Services included

Services included



OneDrive



OneDrive



Exchange



Exchange



OneDrive



OneDrive



SharePoint



SharePoint



Teams



Teams



Yammer

Office apps included

Office apps included

Office apps included

Office apps included

Not included

Not included

Web and mobile versions of Word, Excel, and PowerPoint included.³



Outlook



Word



Excel



PowerPoint



OneNote



Access (PC only)



Publisher (PC only)

✓ Partially included

✓ Included

+ Core features



+ File sharing ✓ ✓ ✓ ✓

+ Anywhere access ✓ ✓ ✓ ✓

+ Productivity tools ✓ ✓ ✓ ✓

+ Advanced security ✓ ✓ ✓ ✓

+ Support and deployment ✓ ✓ ✓ ✓

+ Office integration ✓ ✓

+ Email and calendaring ✓ ✓

+ Teamwork
and
communication



Includes
Microsoft Teams
for easy remote
working.

OneDrive
for
Business
Plan 1

OneDrive
for
Business
Plan 2

Microsoft
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Basic

Microsoft
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OneDrive for Business Plan 1

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