



# Office 365

Office when and where you need it

**Office 365 is a cloud-based subscription service that brings together the best tools for the way people work today. By combining best-in-class apps like Excel and Outlook with powerful cloud services like OneDrive and Microsoft Teams, Office 365 lets anyone create and share anywhere on any device.**

Whether you're working in your office or on the go, you get a familiar, top-of-the-line set of productivity tools. Office applications—always the latest versions—let you create, edit, and share from your PC/Mac or your iOS, Android™, or Windows device with anyone in real time.

## Tools for the professional

Brand your business-class email address with your company name to build name recognition, and market your business with customised marketing materials that are easy to create. Connect better with customers and colleagues with a range of communication tools, from email and IM to social networking and video conferencing.

## Tools for teamwork

With 1TB of storage per user, you'll have plenty of space for all your files. Plus, because your files are stored online, you can share with people in or outside your company, from wherever you're working, whenever you need to. And with multi-party HD video, content sharing, shared calendars and team chat, you'll always be in sync with your team.

## Tools to run your business

Give your business a boost with tools to manage customer relationships, send email marketing campaigns, and create an online presence. Manage your business better with easy ways to send invoices, manage customer appointments, and track mileage. Centrally manage the business apps from the Office 365 Business center.



**Speak to a technical specialist today to discover how Office 365 can help your teams work better together — anytime, anywhere.**

**Call 01246 266 130  
or email [info@ct.co.uk](mailto:info@ct.co.uk)**

# Key Features



## Collaboration

With Office 365, teams achieve more by working together effectively in their own unique way.



## Security

Designed for today's workplace, Office 365 protects your organisation, your data, and most importantly, your people.



## Mobility

With a seamless experience across your devices, Office 365 empowers you to get more done wherever work takes you.

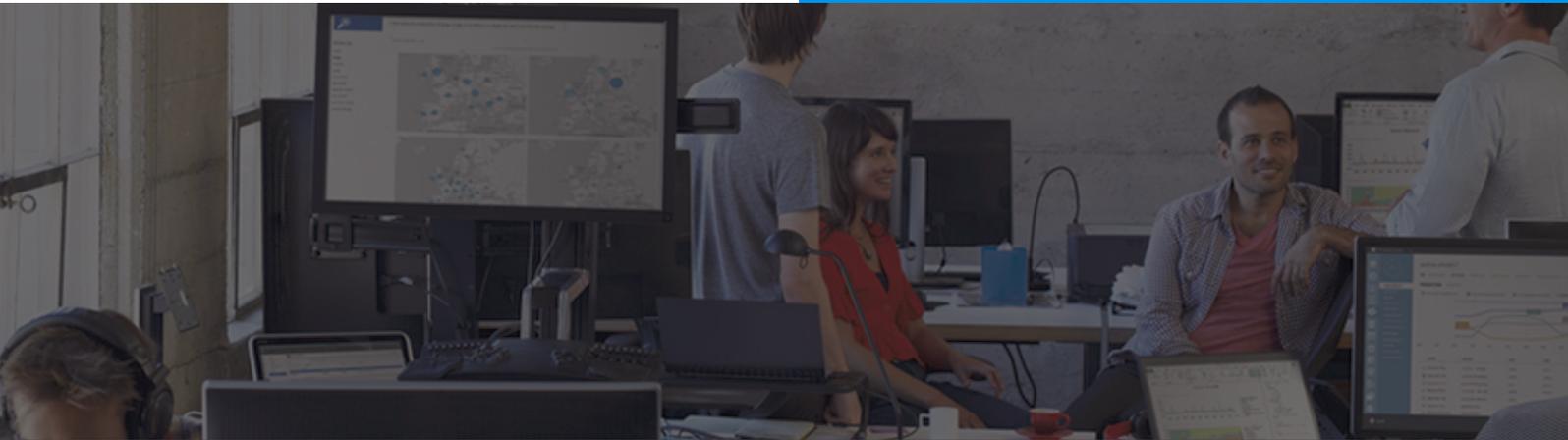


## Intelligence

With analytics and intelligence at its core, Office 365 gives you the insights and assistance you need to do your best work every day.

# Why CT for Office 365?

- ✓ We will identify business needs and how Office 365 and other solutions can help solve them
- ✓ Assess your current IT infrastructure, how it can be improved, and how to get ready for Office 365
- ✓ Take advantage of our technical expertise and breadth of knowledge across industries
- ✓ CT will manage your Office 365 account, making technical administrative changes a breeze
- ✓ Choose the right mix of Office 365 plans to get the services you need to achieve your business goals
- ✓ UK based expert support from our team of specialists



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