



# The mobile office

Office 365™ from AT&T



All available virtually from any smartphone, tablet, PC, Mac, or laptop<sup>1</sup>



### AT&T Mobile access from virtually anywhere

The nation's most reliable 4G LTE network\*



### OneDrive for Business

Provides 1TB of storage so users can store, sync and share their work files from virtually anywhere



### 24/7 support

Get assistance with installation, configuration, data migration, and technical support



### Office 365 up to 5 total devices

Includes: Word®, Excel®, PowerPoint®, Outlook®, OneNote®, Access®, Publisher®



### Exchange® Online email

Access all of your business email and shared calendars in one unified inbox



### AT&T Productivity Suite self-service portal

Get help making changes such as adding employees or changing permissions



### Lync® Online meetings

Host online meetings and HD video conferences with a single click



### SharePoint® Online document sharing

- Create, edit, and share documents online
- Work together in real-time with assigned users
- Manage work and control access



### In some cases, all charges in one convenient bill from AT&T

[att.com/office365](http://att.com/office365)

Skype for business calling | email | instant messaging | online meetings | document sharing

<sup>1</sup>Requires Internet connection

\*Reliability: Based on 3rd party data regarding nationwide carriers 4G LTE. LTE is a trademark of ETSI. 4G LTE not available everywhere

# Enhance your Office experience with the cloud



	Exchange Plan 1	Exchange Plan 2	E1	E3
Maximum users	unlimited			
Support	24/7 Customer Support			
OneDrive for Business with 1TB of Storage			✓	✓
Microsoft Office Online (view/edit/share)			✓	✓
Microsoft Office (on the desktop) (standalone plans available)				✓
Word, Excel, PowerPoint, OneNote, Outlook, Publisher, Lync, Access and InfoPath				✓
Activation Service with 24/7 Chat and Phone Support (additional fees may apply)	✓	✓	✓	✓
Microsoft Exchange Online Protection for Anti-spam & Anti-virus Protection	✓	✓	✓	✓
Microsoft Exchange Online <sup>2</sup> (standalone plans available)	✓	✓	✓	✓
Email, Calendar, & Contacts	✓	✓	✓	✓
Mailbox Size	50 GB	50 GB	50 GB	50 GB
Smart Phone Full Synchronization	✓	✓	✓	✓
Integration with On-premises Servers	✓	✓	✓	✓
Email Archiving		unlimited <sup>3</sup>		unlimited <sup>3</sup>
Skype for Business (standalone plans available)			✓	✓
Online Meetings (250 attendee limit)			✓	✓
Desktop Sharing			✓	✓
Instant Messaging			✓	✓
High Definition Video Conferencing			✓	✓
Microsoft SharePoint Online <sup>2</sup> (standalone plans available)			✓	✓
10 GB/organization + 500 MB/user (additional storage available)			✓	✓
Create Internal & External Websites, Team Sites, and Corporate Social Network			✓	✓

2. Exchange Online, Lync Online, and SharePoint Online are also available for purchase separately.

3. Softcap at 100 GB, additional space can be requested in 100GB increments.

## Important Information

- AT&T's offering of Microsoft Office 365 is a suite of Internet-based products consisting of email, collaboration, and productivity services (the "Products"). This highly configurable online solution is provided as a fully managed subscription-based service.
- The Service is only available for contract and billing within United States.
- Customer assumes all risks arising from or relating to its use of the Service outside the United States and shall, without limitation, defend and indemnify AT&T against any claims arising from such use
- Microsoft is the provider of the Microsoft Office 365 service (the "Supplier")
- The Service is a multi-tenant, cloud-based service. AT&T and/or its Supplier reserve the right to modify the service capabilities.

- The Service is delivered from Supplier data centers located in United States.
- In order to use the Service, Customer must agree to the applicable provisions of Supplier's Use Rights Agreement (the "Use Rights Agreement") for each Product published at the link provided below. If the Customer does not accept the terms of the Supplier's Use Rights Agreement, Customer should not use the Service. In the event of any conflict between the terms of the Use Rights Document and the Service Guide, the terms of this Service Guide will apply. A copy of the Use Rights Agreement is found at <http://www.microsoft.com/licensing/onlineuserights/english>.
- Customer must comply with any technical limitations in the Products that only allow Customer to use them in certain ways. Customer may not work around them. For more information, see <http://www.microsoft.com/licensing/onlineuserights/english>.
- Customer is responsible for configuration of Internet bandwidth, Internet access, and any other minimum system requirements for the Service. AT&T will provide Customer with administrative log-in credentials provided by AT&T's Supplier for accessing the Service.
- Customer agrees that it will cause Users (anyone who uses or accesses a Service provided by AT&T to Customer) to comply with the all applicable terms and conditions as provided to Customer, and Customer is responsible for a User's use of the Service. Customer agrees to use Services solely for their intended purposes. CUSTOMER EXPRESSLY AGREES NOT TO TAMPER WITH, MAKE DERIVATIVE WORKS OF, REVERSE COMPILE, REVERSE ENGINEER AND/OR DISASSEMBLE ANY OF THE SOFTWARE OR FILES PROVIDED WITH OR MADE A PART OF THE SERVICE. If Customer violates or exceeds the permitted use as described herein, AT&T may immediately terminate Customer's account (in addition to pursuing any other remedies available to AT&T).
- In the event Customer uses the Service to store, manage, process, create, modify or access protected health information ("PHI"), as that term is defined under the Health Insurance Portability and Accounting Act of 1996, as amended ("HIPAA"), Customer must ensure that it has executed a business associate agreement ("BAA") with AT&T.
- In addition to AT&T's privacy policy, AT&T's Supplier's use of Customer data is described in the Supplier Use Rights document under the section "Privacy." Customer is responsible for obtaining consent and giving notice to its users, employees and agents regarding AT&T's and its Supplier's collection, use and processing of Customer's data, including personal and other sensitive data, in connection with the Service. Customer acknowledges and agrees that with respect to the Customer data hosted by AT&T's Supplier as part of the Service, AT&T's Supplier and Customer have full control and access to such Customer data and AT&T has no access to such Customer data.

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