




Microsoft 365 Business Basic


The first step for your modern business.




 Enterprise class 50 GB mailbox for each user


 Microsoft Teams for meetings, files, chat and more

 Save files to the cloud and access from anywhere

 Web versions of MS Office for anytime anywhere access

Xpress is a Microsoft Cloud Solution Provider, trained & certified to help you migrate to Microsoft 365 along with expert support to help you modernize your business.

 **50 GB Business-class email** Gain large, 50GB mailboxes utilized for sending, receiving, storing email messages, with contacts, shared calendars, and spam and malware protection that stays up to date. Its the leading email solution for business around the world. Use your own custom domain for your professional email address. Access business email on your PC or Mac, as well as Windows Phone, iPhone, Android, and Blackberry devices.

 **Microsoft Teams** is a team collaboration app that is part of this Microsoft 365 plan. The core capabilities in Microsoft Teams include business messaging, calling, video meetings and file sharing. Businesses of all sizes can use Teams



1 TB storage and file sharing with Onedrive Get 1TB of space in the cloud to store, backup and easily share files. Files are accessible from almost any device, also synchronized offline and available without an internet connection.

Meetings The Meetings feature of teams allow up to 250 people to join in a meeting from their PCs or any device. **Teams meetings** are a great way to come together with your colleagues and clients both inside and outside of your organization.



Web based MS Office Use MS Word, Excel and Powerpoint from any browser, any device. This gives you the tools to give MS office at a low cost to frontline or entry levels users



Microsoft Planner Microsoft Planner allows you to manage projects easily amongst teams and allow all team members to get project updates on any device.

Financially backed SLA Get peace of mind knowing your services are available when you need them with a financially-backed 99.9% uptime service level agreement.