

# Microsoft Office SharePoint Online

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In today's business climate, collaboration is essential. Microsoft® Office SharePoint Online offers enterprise companies a flexible, Web-based solution that includes tools and services to help users manage information and collaborate effectively. Based on Microsoft® Office SharePoint® Server 2007 (MOSS), this Microsoft hosted solution provides users the ability to easily create and manage custom team- and project-focused sites for collaboration and personal productivity. Users get the authority, flexibility, and customization they need to truly work efficiently across teams.

## How it Works

It's easy to get your business up and running quickly with Office SharePoint Online. Microsoft data centers, located worldwide, are at the heart of the solution. Each data center houses a highly reliable network of equipment that hosts your collaboration solution. The servers needed to support your organization are dedicated to your company only. Your data is always kept separate from other organizations. Appropriate information from your directory is continuously synchronized to the directory in the Microsoft data centers, allowing your users to seamlessly collaborate from both inside your corporate network as well as securely over the Internet.

## Core Collaboration Service

Microsoft offers a comprehensive collaboration solution with a simple per-user monthly fee. Major features include:

- Self-service SharePoint site creation with online discussion areas, shared document and meeting workspaces, document libraries with version control, and surveys.
- Out-of-the-box content management features for documents, records, and Web contents.

- Ability to search SharePoint site content across the entire organization.
- E-mail alerts when documents and information have been changed or added to a site.
- Secure Internet access using 128 bit SSL encryption and antivirus scanning.
- Directory trust with your Microsoft Active Directory®, providing pass-through authentication.
- Scalable to thousands of sites within an organization, allowing managers to delegate site creation to others.
- Self-service document restore and data recovery.
- Dedicated servers, networks, and physical space in Microsoft data centers, providing you with logical and physical security at 99.9% uptime.
- Upgrades to the most current version of SharePoint, included at no extra charge.

## Optional Services

**WAN Acceleration:** Microsoft can provide your company with analysis and consulting services about performance management and latency mitigation for SharePoint users in your organization. We support the use of Certeon WAN acceleration devices.

**Migration:** Many customers have existing collaborative platforms or older versions of SharePoint. Working with our partners, Microsoft can help you develop a strategy for migration, outline the risks, and facilitate migration activities.

**Additional Storage:** Expanded storage options are also available for ongoing SharePoint growth and are priced per each terabyte used.

**Customization and Applications:** Microsoft, along with our extensive partner ecosystem, provides a process for reviewing, approving, and operating customizations. The development work can be done by you or by a third party and will be handled as a separate consulting project.



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Online Services

Core Features	Share documents, contacts, calendars, and tasks
	Brainstorm easily with Wiki sites
	Share ideas through blogs
	Create personal sites
	Utilize presence awareness with Microsoft Office Communication Server
	Manage item level (folder, document, list, etc.) security
	Get mobile access over 128-bit SSL encryption session
	Enable pass-through authentication
	Be confident that your information is more secure with Microsoft Forefront™ antivirus scanning
	Get premium service continuity management
Standard Parameters	Unlimited number of sites with 5 GB per-site quota
	250 MB per user, aggregated across the organization
	Additional storage available as an option
Client Support	Best integration with Microsoft Office 2007
	Limited feature support available with Microsoft Office XP, 2000, and 2003
Data Protection Service	Self-service document restore with a 30-day recycle bin recovery period
	7 days recovery of items not in the recycle bin
Audits and Security	Sarbanes-Oxley self assessment and external audit support
	SAS 70 Type II self assessment and external audit support
	Security assessments
	Intrusion monitoring and detection
Service Level Agreements	99.9% availability of the service measured at the data center
	Reported monthly, evaluated quarterly

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