Microsoft 365
Business Compare Plan

Features	Business			
	Microsoft 365 Business Basic	Microsoft 365 Business Standard	Microsoft 365 Business Premium	Apps for Business
Web and mobile versions of Office apps	✔	✔	✔	✔
Web versions of Word, Excel, PowerPoint, and OneNote	✔ **Plus a web version of Outlook**	✔ **Plus a web version of Outlook**	✔ **Plus a web version of Outlook**	✔
Always up-to-date versions of Word, Excel, PowerPoint, and OneNote for iOS and Android on up to 5 mobile devices and 5 tablets1	✔ **Plus Outlook**	✔ **Plus Outlook**	✔ **Plus Outlook**	✔
Real-time coauthoring so multiple users can work in the same document, simultaneously	✔	✔	✔	✔
Email and calendaring	✔	✔	✔	
Email hosting with 50 GB mailbox	✔	✔	✔	
Use your own custom domain name (for example, yourname@yourcompany.com)	✔	✔	✔	
Business-class email on mobile devices, tablets, desktops, and the web with Exchange	✔	✔	✔	
Manage your calendar, share available meeting times, schedule meetings, and get reminders	✔	✔	✔	
Schedule meetings and respond to invitations with ease using shared calendars	✔	✔	✔	
Set up new user emails, restore deleted accounts, create custom scripts, and more from anywhere	✔	✔	✔	
Teamwork and communication	✔	✔	✔	
Host online meetings and video calls for up to 250 people with Microsoft Teams	✔	✔	✔	
Chat with your team from your desktop or on the go with Microsoft Teams	✔	✔	✔	
Bring together all your team's chats, meetings, files, and apps so you can easily connect and collaborate from one place with Microsoft Teams	✔	✔	✔	
Create team sites to share information, content, and files throughout your intranet using SharePoint	✔	✔	✔	
File storage and sharing	✔	✔	✔	✔
1 TB of OneDrive storage for file storage and sharing	✔	✔	✔	✔
Work on a file and save it directly to OneDrive or SharePoint; your changes are updated across your synced devices	✔	✔	✔	✔ One Drive เท่านั้น
Share files with external contacts by providing access or guest links	✔	✔	✔	✔
Securely share documents and send emails so only those with the right permissions can access the information	✔	✔	✔	✔
Access and sync files on PC or Mac and mobile devices	✔	✔	✔	✔

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	Microsoft 365 Business Basic	Microsoft 365 Business Standard	Microsoft 365 Business Premium	Apps for Business
Security and compliance	✔	✔	✔	✔
Protect your email against spam, malware, and known threats with Exchange Online Protection	✔	✔	✔	
Meets key international, regional, and industry-specific standards and terms, with more than 1,000 security and privacy controls	✔	✔	✔	✔
Control who and when someone has access to your business information with security groups and custom permissions	✔	✔	✔	✔
Create password policies that require users to reset their passwords after a specified number of days.	✔	✔	✔	✔
Support and deployment	✔	✔	✔	✔
Around the clock phone and online support	✔	✔	✔	✔
99.9 percent uptime guarantee	✔	✔	✔	✔
Maximum number of users	**300**	**300**	**300**	**300**
Licensed for commercial use	✔	✔	✔	✔
Desktop versions of Office apps for PC and Mac		✔	✔	✔
Fully installed and always up-to-date versions of Outlook, Word, Excel, PowerPoint, OneNote for Windows or Mac (plus Access and Publisher for PC only)		✔	✔	✔
Each user can install the Office apps on up to 5 PCs or Macs1		✔	✔	✔
Tools to build and manage your business		✔	✔	
Plan schedules and daily tasks with Microsoft Teams		✔	✔	
Make it easier for your customers to schedule and manage appointments with Microsoft Bookings		✔	✔	
Advanced Threat Protection			✔	
PC and mobile device management			✔	
Configure security features and settings on Windows 10 PCs and mobile devices running iOS or Android® with an easy-to-use setup wizard			✔	
Use simplified controls to manage policies applied to Windows 10 PCs			✔	
Automatically deploy the Office apps to Windows 10 PCs			✔	
Configure your PCs to automatically install Office and Windows 10 updates			✔	
Apply security policies to protect business data on all your devices, including iOS, Android®, and Windows PCs with mobile device management from Intune			✔	