Four ways to easily launch into the future of business with Office 365
As the speed of business picks up, it’s clear that the way we work together within organizations has changed. The world of working from 9 AM to 5 PM at one computer in one office is in the past. Employees from various departments might be in a different building, city, or country. And we now work on tablets and phones, from a doctor’s office, a coffee shop, or the car after dropping the kids off at school. Ways of working that were impossible a decade ago are now commonplace and expected.

This shift isn’t just happening within your organization—it’s how your customers and partners are working, too. More importantly, your competitors are transforming their businesses by moving to the cloud. And the divide will only grow between those who deliver innovative cloud services to exceed customer expectations and those who don’t.

Microsoft Office 365 is a best-in-class set of productivity services that you can use to work and collaborate anywhere on the devices you choose. You and your employees can use cloud-based versions of trusted applications such as Microsoft Word, Excel, PowerPoint, OneNote, Outlook, SharePoint, and Skype for Business.

With today’s ever-changing IT landscape and the proliferation of cloud-based software as a service (SaaS) applications, organizations often do not have the personnel or the expertise to keep up with ongoing maintenance of their cloud-based environments. With Office 365, paired with a managed IT provider like TPx, you get the power of enterprise-class productivity solutions plus access to Office 365 experts, so you can focus on what you do best—expanding your business.
Modern Therapeutics uses Office 365 to build an agile, flexible, and collaborative ecosystem of teams and partners to accelerate innovation in biotech research and development.

CHAPTER 1: WORRY LESS WHILE MOVING FAST

You should never have to trade security for speed. Just as you would wear a seatbelt when zooming down a highway, you deserve peace of mind as your business races forward. Using Office 365, you can manage and protect your devices, data, and budget while simultaneously giving your company a competitive advantage. Safeguard your business data with services that are designed specifically to meet the needs of small to midsize businesses.

With Office 365, you gain enterprise-grade protection and business continuity—without the need for an enterprise-sized IT department. Enjoy the serenity of straightforward management functions, a financially backed service-level agreement, and 24-hour technical phone support.

You and your employees benefit from application improvements that have become increasingly integrated and adaptive to the way teams work. Office 365 continually keeps itself up to date across all applications, so you avoid the time and interruption of upgrades. With this productivity suite, you can also:

- Mitigate risk with continuous backup of your company’s files in globally distributed datacenters.
- Customize security policies by employee and device to ensure the right level of protection for your data and feel confident that you are making the most of your technology spend.
- Add or change employees with one click. With a single Office 365 license, each person can work from their preferred devices (up to five PCs/Macs, up to five mobile devices, and up to five tablets).

Life is too short to worry when you don’t have to. Buckle up and go!

SINCE MOVING TO OFFICE 365, WE’RE NOT WORRYING ABOUT THE TECHNOLOGY. INSTEAD, WE ARE FOCUSING ON ENABLING OUR VISION TO PIONEER A NEW WAY TO TREAT SERIOUS ILLNESS AND MAKE A DIFFERENCE IN THE WORLD.

John Reynders
Former Chief Information Officer, Moderna Therapeutics
CHAPTER 2: TAKE YOUR OFFICE WITH YOU

Whether you’re clacking away on your laptop in a bustling café, sitting in a downtown cubicle, or padding around in slippers at home while calling in to a meeting, your office is wherever you are. And to send email from your phone, edit a document on your tablet, or conduct a conference call on your PC, you need maximum flexibility to work whenever, wherever, and however you need to. That breadth of options is only possible with cloud-based tools.

Office 365 delivers a worldwide standard of desktop apps with familiar capabilities you know and love. You can use those applications on your own or share documents in real time in Word, PowerPoint, Excel, and OneNote. With seamless access to files, it’s easier to remain close to customers and colleagues and stay ahead of the competition.

But why stop there? Further boost productivity with a consistent, optimized experience on any device: Macs, PCs, iPads and iPhones, Windows phones and tablets, and Android phones and tablets. By using Microsoft OneDrive for Business, you get online and offline access to files, and they’re automatically synced to reflect the most recent edits. You can be confident that you are always accessing the latest version of your documents, regardless of device. Ample storage space is essential—you should never run out of space to store your important documents. With Office 365, users automatically get 1 terabyte of online storage.
 CHAPTER 3: INCREASE MOMENTUM WITH MORE PEOPLE

Automobile magnate Henry Ford said, “If everyone is moving forward together, then success takes care of itself.”¹ In our highly specialized society, we know that the best teams are the ones that can strategically bring together the talents of individuals. Whether your collaboration needs are simple or advanced, Office 365 makes working together smooth, productive, and highly secure.

For most workers, email is still the foundation for communication. Be sure you’re kept in sync with your customers and colleagues by using Microsoft Exchange Online, the business-class email solution that facilitates collaboration across all platforms and devices. What about conferencing? Because Outlook and Skype for Business are designed to work together, you can add audio and video conferencing to a new or existing meeting in just one step—from any device. Easily present, share, and collaborate on documents (or a virtual whiteboard) within your meeting space.

Beyond email and meetings, teams can use Office 365 services for broader collaboration, such as sharing content and videos. You can drag and drop documents and files into Microsoft SharePoint Online. And you can enhance your communication power with Office 365 Video—an intranet for video files that makes it easy to produce, share, and search video content.

These days, social channels are ubiquitous for collaboration. Teams can collaborate in an intuitive way that keeps everyone in the conversation by using Yammer, an enterprise social network. Help your teams be as efficient and effective as possible with Microsoft Office Delve, the Office 365 app that learns how colleagues work together and displays project information that is most relevant to each team member.

¹ http://gwclei.com/henry-ford-on-leadership/
With ITX for Office 365, TPX Offers:

- Migration, configuration, and daily management of Office 365 services by Microsoft-certified experts
- Implementation and testing validation of any Office 365 configuration changes
- Active Directory integration (required for companies with 50 or more users)
- A 99.9 percent uptime rate and platform stability monitoring through Microsoft

**Chapter 4: Don't Let Upkeep Slow You Down**

**Dependability is important** for all businesses. But for organizations that place trust in managed services companies, it’s paramount. It can be challenging to keep your business humming along with zero downtime in the midst of advanced configurations, integrations, and improvement projects. To help you bridge that gap, the TPX ITx Managed Services offerings include ITx for Office 365. This administrative assistance solution combines our IT expertise and customer personalization with the reliability and well-known applications of Office 365 to create a service that is greater than the sum of its parts.

With more than 300 updates in the past 12 months, Office 365 can be hard to keep up with. Our team will handle the ongoing maintenance of your Office 365 service configuration, including user account changes, Office 365 platform settings, and advanced Exchange configuration support. Your business moves faster when you let us take care of the potential technology pitfalls. We know systems and networks, and we have deep managed services experience to help deliver seamless, stable enterprise technology to our customers.

And because we aim to simplify your IT operation, when you sign up for ITx for Office 365, we offer fully managed onboarding projects to better understand the state of your Office 365 configuration and make sure that we meet your unique requirements.

We will interact with Microsoft support on your behalf, and you’re likely to see faster ticket resolution times. Instead of you hiring a Microsoft-certified technical expert separately, we can coordinate for you and provide the same knowledge level. Essentially, we’ll take care of maintenance so you can just use the apps!
In today’s fast-moving world of work, it’s not so much a business landscape as a business cloudscape. Employees need access to reliable cloud-based tools to maximize their ability to collaborate, work from any location, and secure their files. Office 365 combined with our staff of Office 365 experts offers you the best of both worlds—enterprise-grade productivity applications with personalized service.

CURIOS! HOW OFFICE 365 AND MANAGED IT SERVICES CAN TRANSFORM YOUR BUSINESS?
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