



Microsoft 365 licensing options_

Find out everything included in each Microsoft 365 licensing plan.

	Price (per user, per month)	Office applications	Security features	Operating system	Cloud storage	Email and collaboration
Business Basic (up to 300 users)	£4.60	 <small>(web and mobile versions only)</small>	Basic threat protection: anti-malware and spam filtering, along with foundational identity and access management (Azure AD Free) and Multi-Factor Authentication (MFA)	Windows license not included	1 TB of OneDrive cloud storage per user and access to SharePoint Online	Exchange Online with a 50 GB mailbox, custom domain email, Microsoft Teams, Planner, Forms, Stream, To Do, Bookings, Loop and Yammer
Business Standard (up to 300 users)	£9.60	 	Basic threat protection: anti-malware and spam filtering, along with foundational identity and access management (Azure AD Free) and Multi-Factor Authentication (MFA)	Windows license not included	1 TB of OneDrive cloud storage per user and access to SharePoint Online	Exchange Online with a 50 GB mailbox, custom domain email, Microsoft Teams, Planner, Forms, Stream, To Do, Bookings, Loop and Yammer
Business Premium (up to 300 users)	£16.90	 	Advanced security: Azure AD Premium P1 for enhanced identity and access management, Microsoft Defender for Business (offering advanced threat protection and endpoint protection), Microsoft Intune for device management, Azure Information Protection P1 for data classification, and Data Loss Prevention (DLP) for email and files, Conditional Access and Compliance Manager	Includes Windows 10/11 Business upgrade rights	1 TB of OneDrive cloud storage per user and access to SharePoint Online	Exchange Online with a 50 GB mailbox and email archiving, custom domain email, Microsoft Teams, Planner, Forms, Stream, To Do, Bookings, Loop and Yammer
Microsoft 365 E3 (unlimited users)	£29.00	 	Enterprise-grade security: Azure AD Premium P1, Microsoft Defender for Office 365 Plan 1 (advanced email threat protection), Microsoft Defender for Endpoint Plan 1, advanced DLP features, and comprehensive Conditional Access	Includes Windows 10/11 Enterprise upgrade rights	1 TB OneDrive per user, but is expandable (up to 5TB, then on request to 25TB+ per user). Includes SharePoint Online	A larger 100 GB Exchange Online mailbox with custom domain email and Exchange Online Archiving, Planner, Forms, Stream, To Do, Bookings, Loop, Yammer (Viva Engage), and basic Viva Insights
Microsoft 365 E5 (unlimited users)	£47.10	 	Significantly more advanced security: Azure AD Premium P2 (for advanced identity protection), Microsoft Defender for Office 365 Plan 2, Microsoft Defender for Endpoint Plan 2 (comprehensive endpoint detection and response), Microsoft Defender for Identity, Microsoft Defender for Cloud Apps, and advanced Azure Information Protection Plan 2, Advanced eDiscovery, Insider Risk Management	Includes Windows 10/11 Enterprise upgrade rights	1 TB OneDrive per user, but is expandable (up to 5TB, then on request to 25TB+ per user). Includes SharePoint Online	A larger 100 GB Exchange Online mailbox with custom domain email and auto-expanding archiving (up to 1.5TB), Audio Conferencing capabilities, Planner, Forms, Stream, To Do, Bookings, Loop, Yammer (Viva Engage), advanced Viva Insights

Choosing the right license for your business_

Choosing the right licence type will depend on the needs of your business and your budget, so spend time researching the options. The main differentiator between the licenses are the applications included and the level of security offered, so pay particular attention to whether these are a fit for your needs.

If you're not sure which license will offer you the most return on investment and align with your goals, our free 'Exploring Enterprise licensing' workshop gives you dedicated time with our experts to audit your requirements and uncover which option offers then most value.



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