

# Microsoft 365 Business Plan Comparison

		Microsoft 365 Apps for business <sup>1</sup> \$8.25/u/m	Microsoft 365 Business Basic <sup>1</sup> \$5/u/m	Microsoft 365 Business Standard <sup>1</sup> \$12.5/u/m	Microsoft 365 Business Premium <sup>1</sup> \$20/u/m
Microsoft 365 Apps	Install Word, Excel, PowerPoint, Outlook, OneNote, Access <sup>2</sup> , and Publisher <sup>2</sup> and on up to 5 PCs/Macs + 5 tablets + 5 smartphones per user	●		●	●
	Commercial use rights for Office mobile apps and Office for the web	●	●	●	●
Email & Calendar	Exchange Plan 1 (50 GB mailbox)		●	●	●
Social & Intranet	SharePoint, Yammer		●	●	●
Meetings, Calling & Collaboration	Microsoft Teams		●	●	●
Files & Content	OneDrive (1 TB)	●	●	●	●
	Microsoft Stream, Sway for Microsoft 365, Microsoft Forms <sup>3</sup>	● <sup>4</sup>	●	●	●
Business Apps	Planner, To-Do, Power Apps for Microsoft 365 <sup>5</sup> , Power Automate for Microsoft 365 <sup>5</sup>		●	●	●
	Bookings			●	●
Device & App Management	Mobile Device Management for Microsoft 365 <sup>6</sup>	●	●	●	●
	Microsoft 365 Admin Center, Microsoft Intune, Windows AutoPilot, Fine Tuned User Experience				●
Security and Identity	Windows Hello, Credential Guard and Direct Access <sup>7</sup> , Azure Active Directory Plan 1, Microsoft Advanced Threat Analytics, Defender Antivirus and Device Guard <sup>6</sup> Azure Information Protection Plan 1, Windows Information Protection, BitLocker				●
	Multi-factor authentication				●
Compliance	Content Search, manual sensitivity and retention labels				●
Analytics	Insights by MyAnalytics (Outlook plug-in)		●	●	●