Office Collaboration:
Evolving with Office 365

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Microsoft Trainer

Office

Office 365: Choose your Office



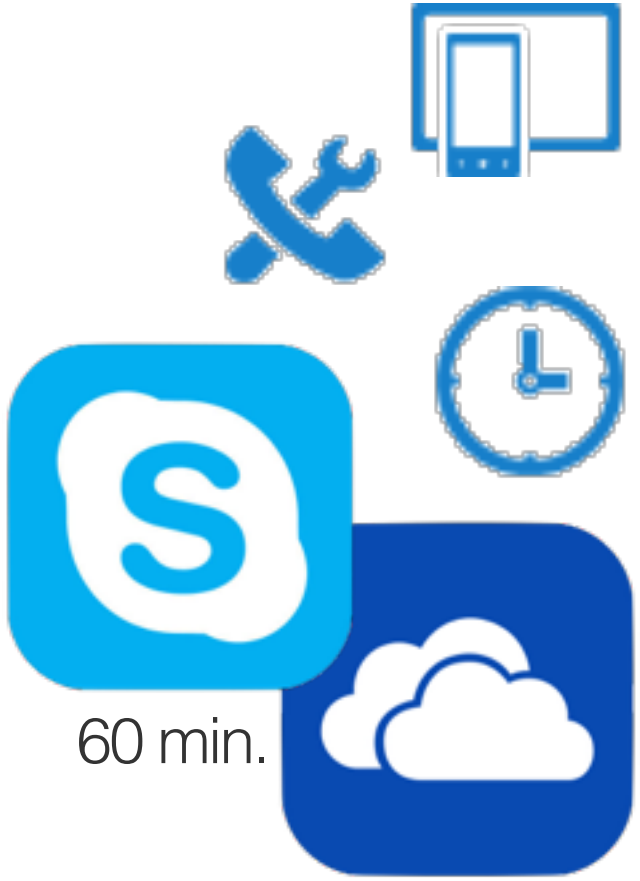
$69.99 per year
$6.99 per month



$99.99 per year
$9.99 per month



FREE / $79.99
4-year subscription



Office

Not licensed for business use * Free for students at qualifying schools, subject to IT restrictions

Microsoft Apps for iOS

All available FREE in the App Store*



Designed and optimized for iOS

Built for Office 365

Sync and collaborate with others on multiple devices

iCloud, OneDrive, boxbox and SharePoint integration

Word, Excel & PowerPoint: Create, edit and share for free

* Requires iOS 7.1 or later, a Microsoft Account and an eligible Office 365 subscription for full functionality.

Office

Office for iOS: Office 365 premium features

Word

- Insert section breaks
- Enable columns in page layout
- Customize headers and footers for different pages
- Change page orientation
- Track and review changes
- Add custom colors to shapes
- WordArt & chart elements
- Add shadows and reflection styles to pictures
- **Highlight table cells with custom color shading**

PowerPoint

- Speaker notes while you present
- Add custom colors to shapes
- WordArt & chart elements
- Add shadows and reflection styles to pictures
- Highlight table cells with custom color shading

Excel

- Customize PivotTable styles and layouts
- Add custom colors to shapes
- WordArt & chart elements
- Add shadows and reflection styles to pictures

Office

Office for iOS

- Free core experience – View, create and edit with additional Office 365 subscription premium features

- Works with iOS features like Voice Dictation and AirPlay

- Integration now supports Dropbox, iCloud, OneDrive for Business, local storage & SharePoint Sites.

- Content retains formatting.

- Commitment to product feature



Office

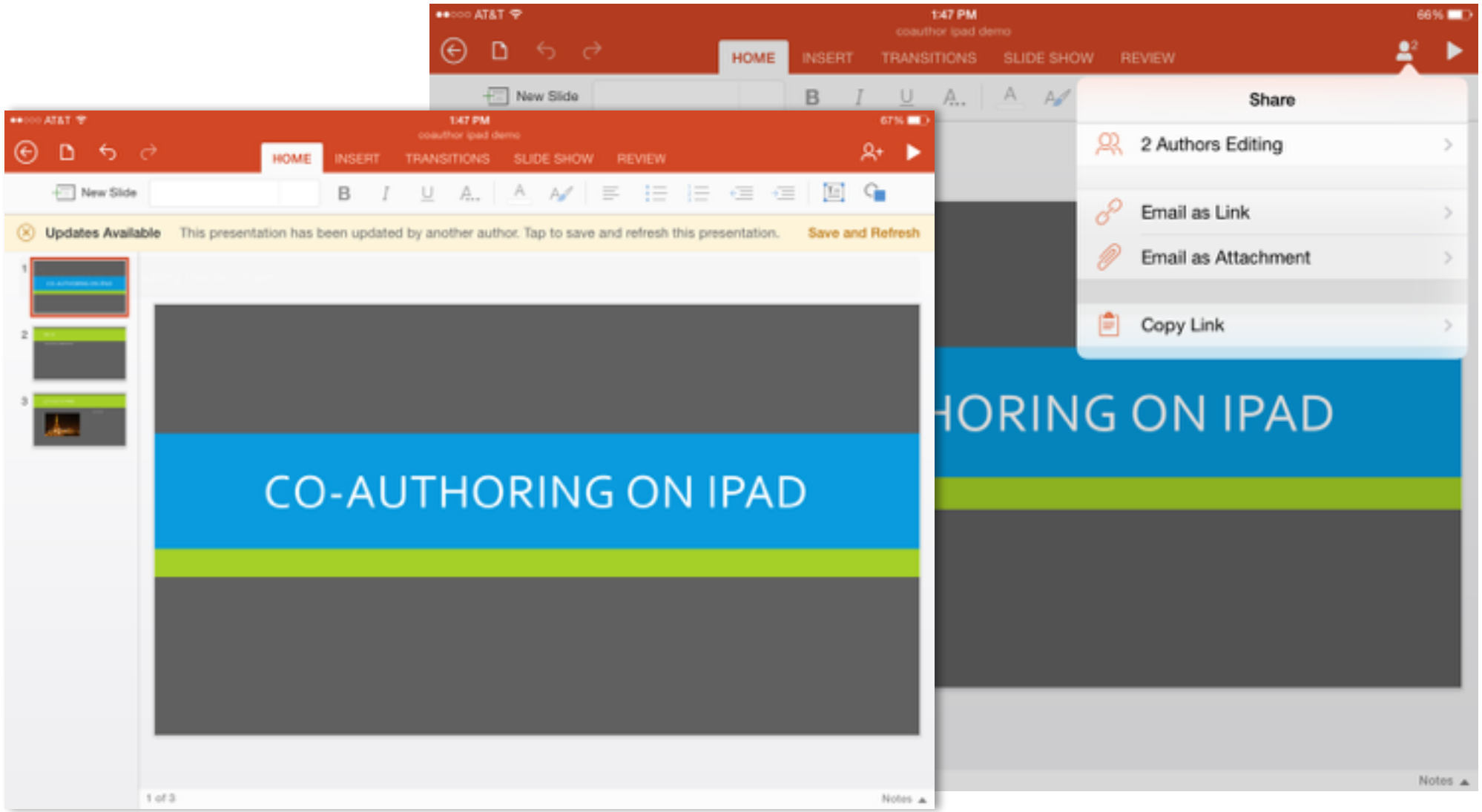
Office Online, OneDrive

Access, edit, and share files from virtually anywhere. For free.



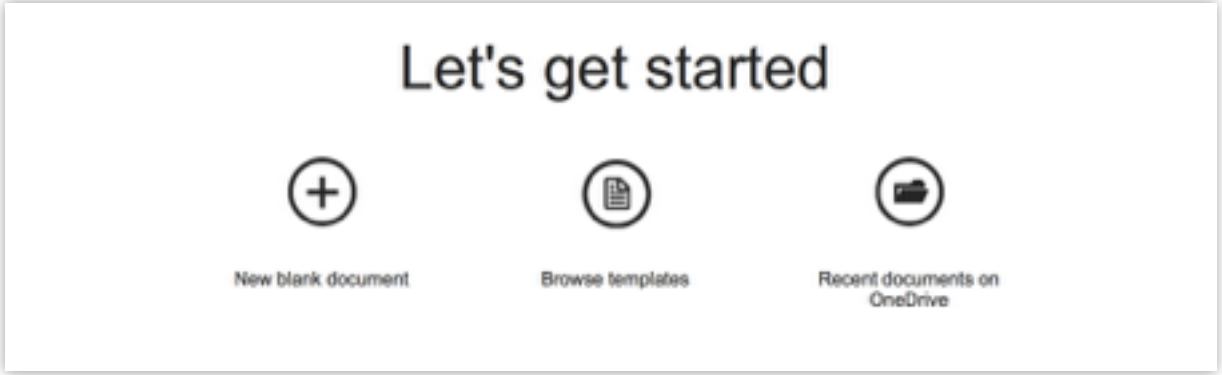
Co-Authoring

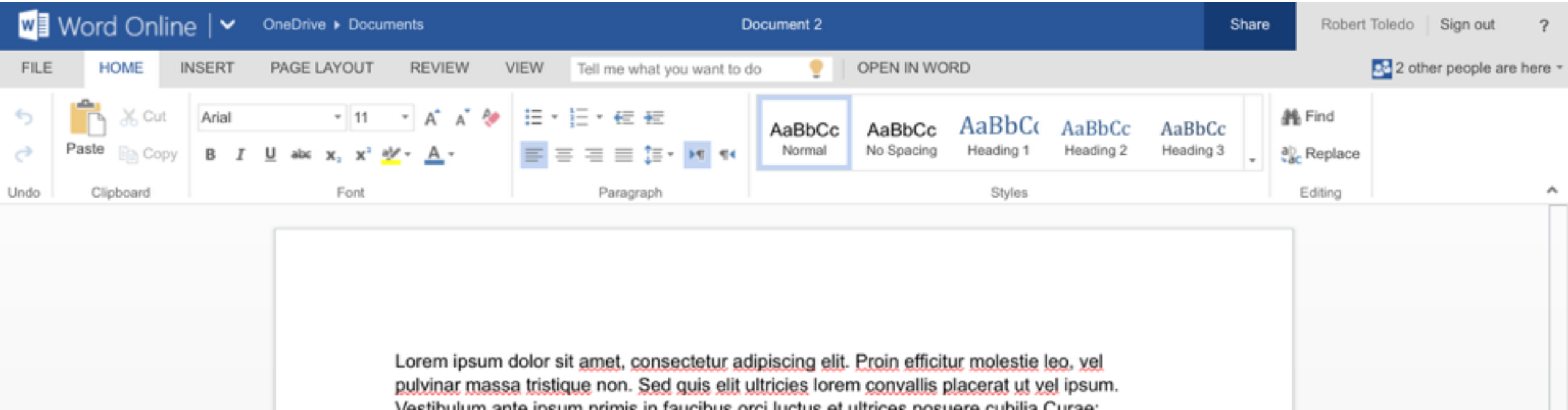
Simultaneously edit a file with multiple authors in multiple locations on multiple devices.



Real-Time Office Collaboration

Edit Office documents simultaneously on Office.com





Demo



OneNote: Mac and iOS

- Freeform Canvas
  - notes, lists, tables, websites, images, drawing on iPad, etc.
- Capture content
  - iOS share extension
  - Safari and Chrome clippers
  - copy\paste html, insert images/files
- OCR for images
  - Search for text within images (also in OneDrive)
- iOS support for: Notification “today” widget, Background syncing, Touch ID, Office Lens

OneNote for Mac requires OS X 10.9 or later.



OneNote: Mac and iOS



- **Powerful Organization** - notebooks, sections, pages, re-order, move, search...
- Lists - tags (i.e. to-do), easily reorder items...
- Your notes everywhere - Sync to OneDrive, OneDrive for Business, SharePoint and access your notes on other OneNote applications (including iPhone, iPad, Mac, Windows desktop, Windows Phone, Android, web).

- **Team collaboration** - share notebooks with others, everyone can add notes at the same time.

Mac - Available for Free in the Mac App Store*
iOS - Available for Free in the Apps Store*

OneNote for Mac requires OS X 10.9 or later.



* Microsoft account required for syncing, OSX 10.10+ required for Mac, iOS 7.1 or later for iPhone, iPad

OneNote Demo

Office

Collaborate with OneNote
http://1drv.ms/1zjXpPD

Office

Thank You

