

# Microsoft SharePoint Online

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In today's business climate, collaboration is essential. Microsoft® SharePoint® Online offers enterprise companies and organizations a flexible, Web-based solution that includes tools and services to help users manage information and collaborate effectively. Based on Microsoft Office SharePoint Server 2007, this Microsoft hosted solution provides users the ability to easily create and manage custom team- and project-focused sites for collaboration and personal productivity. Users get the authority, flexibility, and customization they need to truly work efficiently across teams.

## How It Works

It's easy to get your business up and running quickly with SharePoint Online. Microsoft data centers, located worldwide, are at the heart of the solution. Each data center houses a highly reliable network of equipment that hosts your collaboration solution. The servers that are needed to support your organization are dedicated to your company only. Your data is always kept separate from other organizations. Appropriate information from your directory is continuously synchronized to the directory in the Microsoft data centers, allowing your users to seamlessly collaborate from both inside your corporate network as well as securely over the Internet.

## Core SharePoint Online Features

Microsoft offers a comprehensive collaboration solution with a simple per-user monthly fee. Major features include:

- Self-service SharePoint site creation with online discussion areas, shared document and meeting workspaces, document libraries with version control, and surveys.
- Out-of-the-box content management features for documents, records, and Web contents.
- Partner access sites for you and a partner to collaborate that is isolated from your other organizational sites.
- Ability to search SharePoint site content across the entire organization.
- E-mail alerts when documents and information have been changed or added to a site.

- Increased security for Internet access by using 128-bit secure socket layer (SSL) encryption and antivirus scanning.
- Directory trust with your Active Directory® service, which provides pass-through authentication.
- Scalable to thousands of sites within an organization, so that managers can delegate site creation to others.
- Self-service document restore and data recovery.
- Dedicated servers, networks, and physical space in Microsoft data centers, which increases your logical and physical security at 99.9 percent uptime.
- Upgrades to the most current version of SharePoint Server included at no extra charge.

## Optional Features

- **WAN acceleration:** Microsoft Online Services supports the co-location of network acceleration devices in Microsoft data centers where the customer manages the devices.
- **Migration:** Many customers have existing collaborative systems or use older versions of SharePoint Server. Working with our partners, Microsoft can help you develop a strategy for migration, outline the risks, and facilitate migration activities.
- **Additional storage:** Expanded storage options are available to accommodate ongoing SharePoint Online growth and are priced per each terabyte used.
- **Custom solution support:** Microsoft, along with our extensive partner ecosystem, provides a process for developing, reviewing, and deploying your customized SharePoint Online solutions. The development work can be done by you or by a third party, and is handled as a separate consulting project.

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	Brainstorm easily with Wiki sites.
	Share ideas through blogs.
	Create partner access sites for collaboration with business partners.
	Utilize presence awareness with Microsoft Office Communications Server.
	Manage security features at the item level (such as folder, document, list).
	Get mobile access over 128-bit SSL encryption session.
	Enable pass-through authentication.
	Be confident that your information is more secure with antivirus scanning with Microsoft Forefront™ client security.
	Personal sites (My Sites) supported.
Standard Parameters	Unlimited number of sites with a quota of 5 gigabytes (GB) per site.
	250 megabytes (MB) per user, aggregated across the organization.
	Additional storage available as an option.
Client Support	Best integration with the 2007 Microsoft Office system.
	Limited feature support available with Windows 2003, Windows XP, and Windows 2000.
Data Protection Service	Self-service document restore with a 30-day recycle bin recovery period.
	Two-stage recycle bin provides two chances for customers to recover deleted items.
Audits and Security	Industry standard based alignment and certification
	SAS 70 Type II audited
	Intrusion monitoring and detection.
Service Level Agreements	99.9 percent availability of the service measured at the data center.
	Reported monthly, evaluated quarterly.

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