



Tech Alert

from the **Customer Delivery Division**
"Your Gateway to Technology Services"

TA 16-02: Announcing Microsoft Office 365

ISSUE DATE: January 15, 2016
ATTENTION: All Customers
ACTION REQUESTED: None--Information Only
EFFECTIVE: Immediately

Introduction:

The California Department of Technology (CDT) is now offering Microsoft Office 365 (O365). These new services, a CalCloud Vendor Hosted Subscription Service (VHSS), offer Microsoft Office Software-as-a-Service (SaaS) Productivity tools, Email and Collaboration tools.

Benefits include:

- Microsoft Office is licensed per user and can be installed across multiple platforms.
- The latest version of Microsoft Office will be accessible online.
- Each user will have 1TB of secure encrypted file storage in the cloud providing ease of access at work, home or on-the-go.
- Microsoft Email users will have a 50GB mailbox with unlimited Email Archiving and eDiscovery. Data will be encrypted at rest and in transit.
- Microsoft Collaboration tools include Share Point and Skype for Business (IM, and Video and Voice conferencing).
- Delegated Provisioning Portal offers customer self service to provide O365 products to users.

New Services:

Customers have the option of choosing from one of the following three service bundles:

Office 365 Services and Features	G1	G3	G4
Email - Business-class email, calendar and contacts with 50 GB inbox.	•	•	•
Intranet site & Social Network - Intranet with customizable security setting. Corporate social network to help employees collaborate across department and locations.	•	•	•
Skype & Instant Messaging - Unlimited online meetings, IM and HD video conferencing up to 250 participants. Includes Skype for Business app.	•	•	•
Storage - Personal File storage and sharing with 1 TB storage per user.	•	•	•
Version options for Office Suite - Online versions of Office including Word, Excel, PowerPoint, and more.	•	•	•
Applications & Platforms - Fully installed Office applications Word, Excel, PowerPoint, Outlook Publisher and OneNote on up to 5 PCs or Macs per user. Office on tablets and phones for the full, installed Office experience on up to 5 tablets and 5 phones. Up to 15 Office suite installs per user.		•	•

Archiving - Archiving with unlimited storage, Rights Management document level encryption, Data Loss Prevention, Email Encryption and eDiscovery.		•	•
Communication - Unified Communications to make calls using a PC or mobile device (iOS, Windows Phone, Android) and enhance PBX phone system with the enterprise call capability of Skype for Business.			•

The cost of each bundle will depend on each department's current licensing. If a department already has a Microsoft Enterprise Licensing Agreement (MELA) with Software Assurance, the cost will be lower than if a department is purchasing new licenses. Please refer to our [Service Catalog](#) for more detailed descriptions of these services and the associated rates.

Date:

These additional services are currently available and can be obtained through a Service Request.

Upcoming Events:

Two Customer Forums will be held at California State Lottery:

- CES - February 1, 2016
- CA.mail and On Premise Email – February 5, 2016

Look for future announcements for the events.

Contact:

If you have questions or need further clarification, please contact your CDT Account Lead by using the [Account Lead Lookup](#), or call the Customer Delivery Division at (916) 431-5476.