



MANAGED SOLUTION

InstantOffice for Non-Profits

Customize Your Office to Match Your Business Needs

Mix & match office applications based on your needs. Whether it's communication, collaboration, or tools for running your business, InstantOffice works anywhere, anytime, on any device. Plus, it includes IT Help Desk support whenever you need it!*



INSTANT OFFICE EMAIL & OFFICE

- Email + office online tools and applications
- Productivity Software online including Word, PowerPoint, Excel, and OneNote
- File Storage: 1 TB file storage/user
- Business Class email accessible from your desktop or web browser, and 50GB mailbox per user and send attachments up to 150 MB
- Collaborate with colleagues where chat, content, people, and tools live together so your teams have instant access to everything they need
- Enable easy access and sharing of documents with 1TB baseline storage plus 500MB of storage per user
- Task management tools



Free Licensing

25 user minimum

Manage & Monitor & Mailbox Migration
starting at \$15.60/user

24/7 Help Desk & Mailbox Migration
starting at \$47/user

INSTANT OFFICE EMAIL & OFFICE + SECURITY

InstantOffice Email & Office plus:

- Productivity Software online including Word, PowerPoint, Excel, OneNote, Outlook, Publisher, and file storage
- Unlimited personal cloud storage
- Manage schedules and daily staff work tasks
- Manual retention and deletion policies and manual classifications
- Advanced Compliance Tools: Native Archiving, eDiscovery, and Mailbox holds
- Message encryption
- Document and email access control
- Group Policy management



Price: \$7.60/user

25 user minimum

Manage & Monitor & Mailbox Migration
starting at \$22.60/user

24/7 Help Desk & Mailbox Migration
starting at \$47.60/user

INSTANT OFFICE EMAIL & OFFICE + SECURITY & VOICE

InstantOffice Email & Office + Security plus:

- Email hosting with 100GB mailbox and custom email domain address
- Company-wide intranet and customizable team sites
- Hub for collaboration to connect teams via messaging and file sharing
- Collaboration across departments and locations
- Skype for Business: Online meetings and video conferencing for up to 250 people
- Host meetings for up to 10,000 people with Skype Meeting Broadcast
- Create meetings with a dial-in number that attendees can join by telephone
- Add-on calling plans available
- Advanced Threat Protection for your inbox
- Assess risk with Cloud App Security



Price: \$14.25/user

25 user minimum

Manage & Monitor & Mailbox Migration
starting at \$29.25/user

24/7 Help Desk & Mailbox Migration
starting at \$61.25/user

---See back for pricing details---

IT Support Services & Mailbox Migration

Your InstantOffice pay as you go licensing could now be bundled with a complete end-to-end support offering, a true business in a box solution. Select the best support offering to meet the needs of your business. We offer services that alert users to potential threats and disturbances with our monitoring offering, or U.S. based help desk services for end users. Mailbox migration is included in the per user cost with a three year contract or can be quoted a la carte.

24/7 HELP DESK

MANAGE & MONITOR

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Our support services are available to help improve productivity, setting predictable controlled costs and reducing the impact of infrastructure challenges on daily operations. Focus on running your business while our team of experts proactively monitors and manages your IT network.

24/7 HELP DESK

Our San Diego-based 24/7/365 Help Desk technicians proactively monitor and manage your infrastructure and solve your problems quickly and efficiently. We provide enterprise-class support that guarantees a positive outcome and supports your business goals.

| | MANAGE & MONITOR <small>starting at \$6/user</small> | 24/7/365 HELP DESK <small>starting at \$38/user</small> |
|--------------------------------|---|---|
| MANAGE | | |
| Antivirus & Malware Protection | ✓ | ✓ |
| 24/7 Device Monitoring | ✓ | ✓ |
| Asset Inventory | ✓ | ✓ |
| Patch Management | ✓ | ✓ |
| SERVICES | | |
| Remote Help Desk Support | | ✓ |
| Consulting Services | | ✓ |
| Network Analysis & IT Roadmap | | ✓ |
| Monthly Meetings | | ✓ |
| 24/7/365 US Help Desk Support | | ✓ |

*IT SERVICES INCLUDES ONE TIME ONBOARDING FEE.
ALL SERVICE PLANS SUPPORT INSTANT OFFICE APPLICATIONS.
THIRD PARTY APPLICATION SUPPORT VARIES.
OPTIONAL SERVER SUPPORT AT ADDITIONAL COST.



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