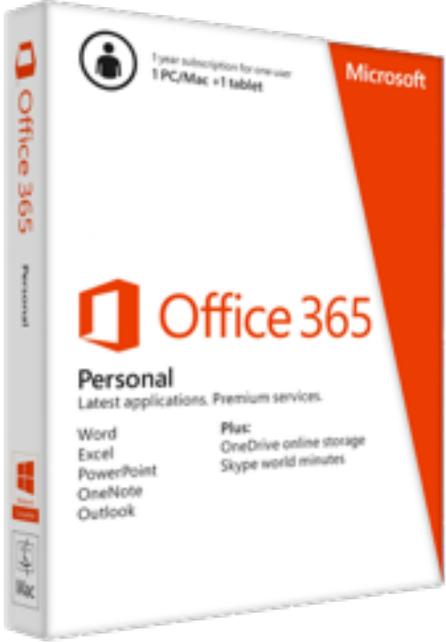


Office Collaboration: Evolving with Office 365

Bobby Toledo
Microsoft Trainer



Office 365: Choose your Office



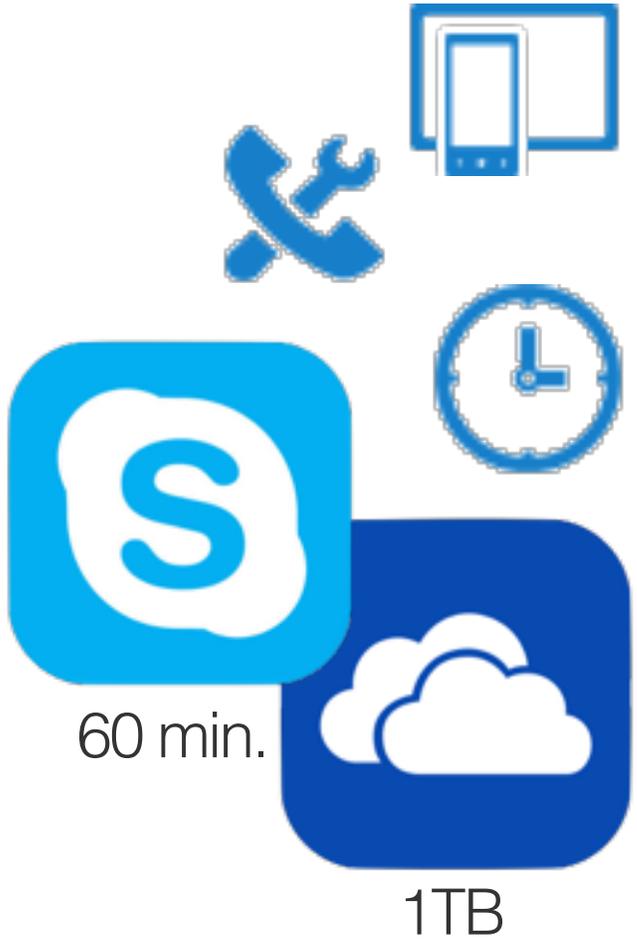
\$69.99 per year
\$6.99 per month



\$99.99 per year
\$9.99 per month



FREE / \$79.99
4-year subscription



60 min.

1TB

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 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 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 Online, OneDrive

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



The screenshot shows the Office Online homepage with a dark grey background. At the top left is the Office logo. At the top right are navigation links: Products, Templates, Support, My account, and Sign in. The main heading is 'Collaborate with Office Online'. Below it is a paragraph: 'Save documents, spreadsheets, and presentations online, in OneDrive. Share them with others and work together at the same time. Get started now, it's free!'. There is a button 'See all Office options' and a link 'Learn more about Office Online'. On the right side, there is a grid of application tiles: Word Online (blue), Outlook.com (blue), People (orange), OneNote Online (purple), PowerPoint Online (orange), Calendar (purple), Excel Online (green), and OneDrive (blue).

Office

Products Templates Support My account Sign in

Collaborate with Office Online

Save documents, spreadsheets, and presentations online, in OneDrive. Share them with others and work together at the same time. Get started now, it's free!

[See all Office options](#)

[Learn more about Office Online](#)

Word Online

Outlook.com

People

OneNote Online

PowerPoint Online

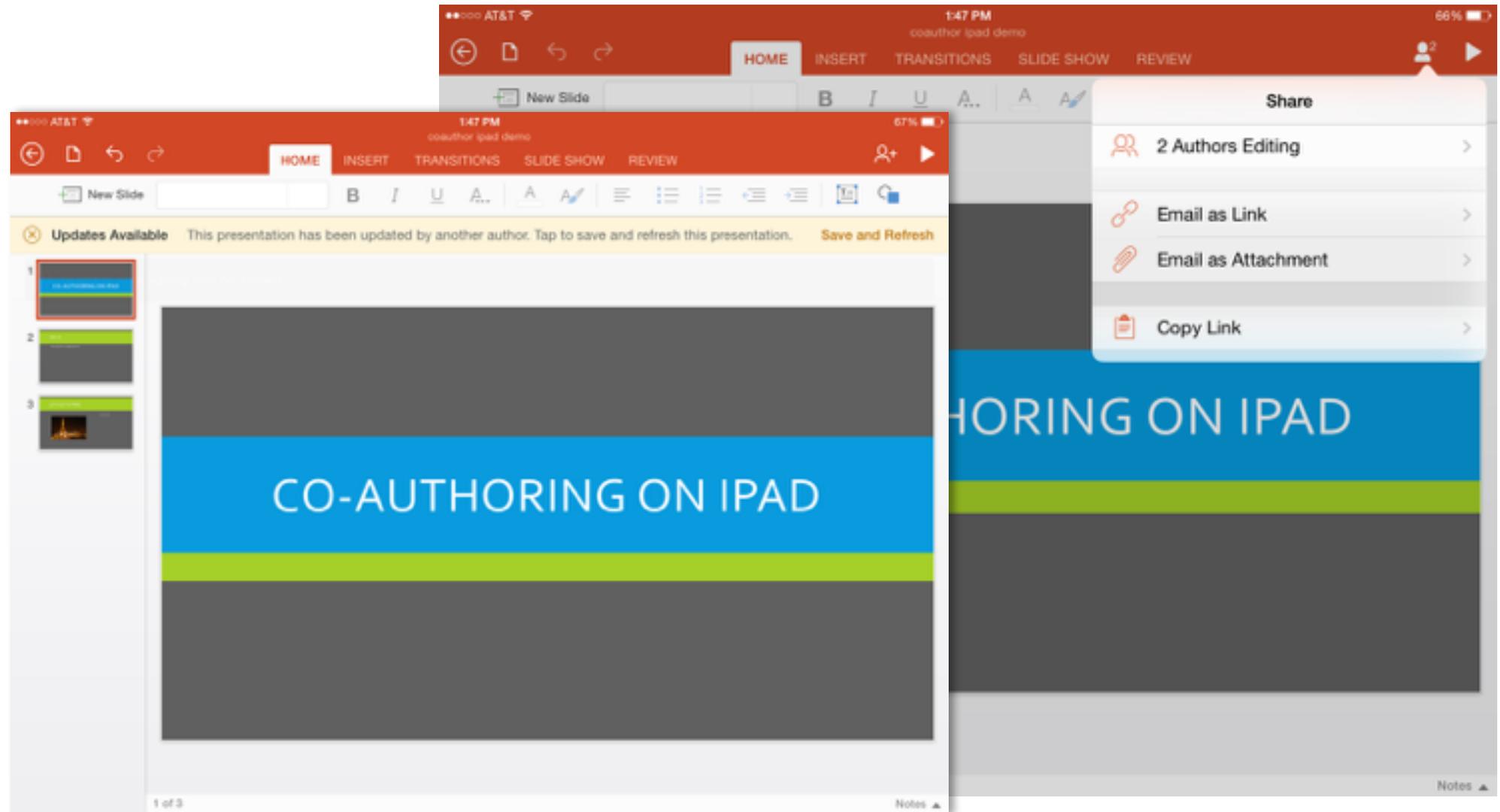
Calendar

Excel Online

OneDrive

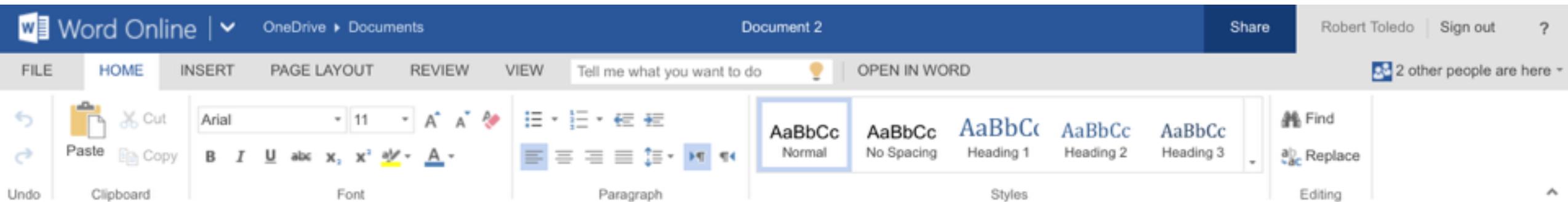
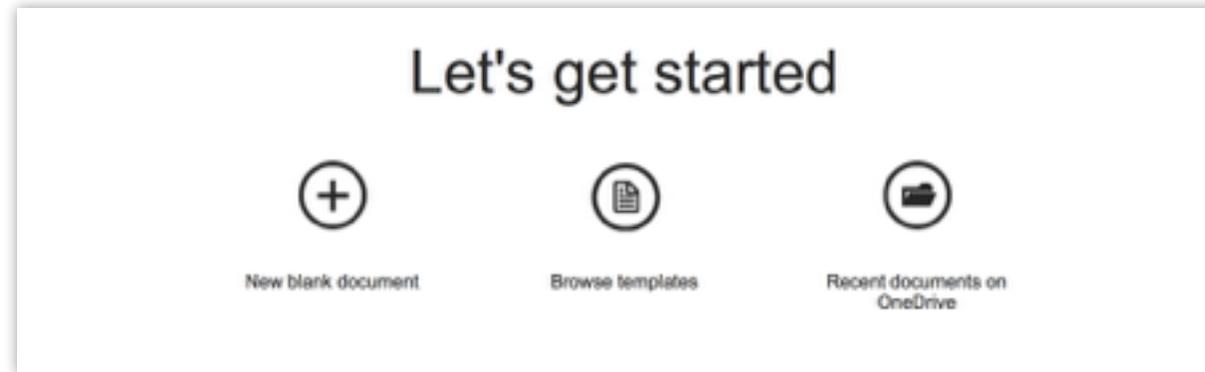
Co-Authoring

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



Real-Time Office Collaboration

Edit Office documents simultaneously on Office.com



Lorem ipsum dolor sit amet, consectetur adipiscing elit. Proin efficitur molestie leo, vel pulvinar massa tristique non. Sed quis elit ultricies lorem convallis placerat ut vel ipsum. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posuere cubilia Curae;

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

Collaborate with OneNote

<http://1drv.ms/1zjXpPD>

Thank You