Microsoft SharePoint Online

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In this information economy, companies are increasingly realizing that people are their most important asset. Communication and collaboration solutions are among the most critical tools for information workers. Yet businesses must overcome significant challenges to keep pace with fast-changing technology, free their IT staff to work on strategic areas, and help protect the corporate network against security breaches and disruptive emergencies. By equipping people with the right software tools, businesses can help their employees drive business success.

Microsoft SharePoint® Online [1] provides a single, integrated location where employees can efficiently collaborate with team members, find organizational resources, search your site, manage content and workflow, and leverage business insight to make better-informed decisions. Based on Office SharePoint Server 2007, this Microsoft-hosted solution enables employees to easily create and manage custom team and project-focused sites for collaboration including document sharing. Users get the flexibility and customization they need to truly work efficiently across teams. Microsoft handles setup, provisioning, ongoing maintenance and upgrades of your SharePoint Server Infrastructure reducing workload on your IT resources which helps enable them to work on core strategic initiatives that can help you move your business forward.

How it Works

SharePoint Online leverages redundant and geographically dispersed data centers. Each data center houses a reliable redundant infrastructure needed to support the service. SharePoint Online helps simplify IT management by removing customers' need to deploy, configure, monitor and update/upgrade a collaboration solution on premises.

From the Microsoft Online Services Administration Center, IT administrators can create new site collections, sites and enable access to specific users. With SharePoint Online, your enterprise can be up and running quickly.

SharePoint Online offers you a comprehensive set of functionality spread across the Portal, Collaboration, Search, Content Management and Business Process Forms workloads. Key features include:

- Use of https helps keep internet access secure.
- Forefront anti-virus scanning.
- Shared document and meeting workspaces, document libraries with version control, seamless integration with Microsoft Office.
- Standard Templates including Wikis, Blogs, and Surveys.
- Content management features for documents and Web content.
- Site search.
- E-mail alerts when documents or other items have been changed or added to a site.
- Offline access to documents on the service from Outlook.
- Native RSS feeds for SharePoint libraries and lists.
- Sign-In tool providing single sign-on capability.
- 99.9% scheduled uptime with financially backed Service Level Agreements.
- Web form and phone based Tier-2 support for IT Administrators—24/7 for general availability.

Migration:

Many customers have existing collaborative platforms or older versions of SharePoint. Working with our partners, Microsoft can help you develop a strategy for migration, and outline environment.

[1] This document describes the Microsoft SharePoint Online Standard offering only.

Portal	RSS Content Syndication; Audience Targeting (by group only)
	Site Manager; Site and Document Aggregation
	Office 2007 Integration; SharePoint Designer
Collaboration & Social Computing	Standard Templates; Wikis; Blogs; Surveys; People and Groups
	Calendars; Tasks; Issue Tracking
	E-mail alerts/notifications; Document Collaboration
Content Management	Three-state Workflow; Document Info Panel & Action Bar
	WYSIWYG Web Content Authoring; Content Publishing and Deployment
	Master Pages, Page Layouts, Navigation Controls
	Site Variations; Retention and Auditing Policies
Search	Search for documents and other SharePoint content
Business Process Forms	Forms libraries; Custom non-code workflows
Standard Parameters	20 Site collections
	250 MB per user, aggregated across the organization
	Use of https helps keep internet access secure
	Virus filtering via Forefront
	Business continuity and disaster recovery
	Single Sign-on capability via Sign-In Tool
	Web form and phone based Tier 2 Support for IT Admin; 24/7 for general availability
	User subscription fee
Client Support	IE6+ and Firefox2.0+
Data Protection Service	Self service document restore with a 30 day recycle bin recovery period
	Business continuity and disaster recovery
Security	Periodic Security Assessments
	Continuous Intrusion Monitoring and Detection
Service Level Agreements	99.9% scheduled uptime with financially backed SLA
Directory Synchronization Tool	This tool allows you to keep the on-premise and the online Active Directories in sync
Admin Center	Centralized, Web-based access for configuration and administration of SharePoint Online. Centralized location for tools download including: Directory Synchronization Tool, Migration Tools, and Sign-In Tools

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