

## LOOK, WORK AND COLLABORATE BETTER



### WELCOME TO SOFTWARE WITHOUT THE HARD COSTS

.....  
Say goodbye to large up-front software costs and hello to innovation that can help drive your business productivity. T-Suite® lets you connect eligible staff to world-class business software for a monthly fee whether they log on in the office, at home or from a client's site\*. It means they can more easily access up-to-date software and business information.

### LOOK MORE PROFESSIONAL, EVERYWHERE

.....  
Microsoft® Office 365 for professionals and small businesses is a communication and collaboration suite for up to 25 employees that combines Microsoft's trusted business software with web-enabled tools to help you look professional, work from almost anywhere\* and help you to collaborate better.

Office 365 will help empower your business, whether you need a simpler way to sync your fixed and mobile emails, contacts and appointments; more freedom to manage your documents, projects and relationships from almost any location and easy-to-use tools to build your own website, giving you greater flexibility to communicate through web pages, live meetings and instant chat.

### ● Mobile Access<sup>1</sup>

Access Microsoft® Exchange Online with automatically updated email, calendar, and contacts across a range of compatible mobile devices including iPhone™, Android™ phones, BlackBerry® smartphones<sup>2</sup>, Microsoft Windows Mobile®, and Windows® Phones. Plus you'll have easily synced mobile Outlook email with 25GB of mailbox storage, 25MB attachments and shared calendars.

### ● Collaborate more effectively

Get the tools you need to make the internet work for you – provide and manage information centrally online, share contacts and calendars, send large files, host and join online meetings, and communicate in real time from desktop to desktop.

FOR A FREE 30-DAY TRIAL<sup>†</sup> VISIT [TELSTRA.COM/T-SUITE](http://TELSTRA.COM/T-SUITE) OR FOR MORE INFORMATION CALL 1800 TSUITE (1800 878 483)



## MICROSOFT® OFFICE 365 FOR PROFESSIONALS AND SMALL BUSINESSES

### ● **Maintain your professional image**

Take advantage of domain based email (so your email address can be 'you@yourbusiness.com.au') plus tools to easily build your own website with 10GB of site storage and 500MB of storage per user.

Simple to install and easy to use, Office 365 builds on the Microsoft business software you've been using for years – then adds new and improved features and collaboration tools to help you provide the flexibility, responsiveness and service that keeps your customers coming back.

### FEATURES THAT SET YOU FREE

Microsoft Office 365 for professionals and small businesses is a communication and collaboration suite – offering everything you need to stay focused on your business, make the most of your talents, and seize your opportunities.

#### ● **No need for IT expertise**

Office 365 has been designed for businesses that don't have a dedicated IT department. You can set it up yourself, and administer your own service via an intuitive, web-based portal. If you need help, there is 24/7, IT-level support over the phone, the web, email and via community forums.

#### ● **Built in security**

Every piece of data is scanned for spam and your business is protected from malicious threats 24/7, by Microsoft Forefront® Online Protection for Exchange Online. So the software that helps run your business will be safeguarded around the clock.

#### ● **99.9% service availability with service credits if service levels aren't met<sup>3</sup>**

You count on your business software so Office 365 is delivered with a 99.9% service availability with service credits if service levels aren't met<sup>3</sup>.

#### ● **Pay-as-you-go-user licensing**

You'll be able to enjoy added purchasing flexibility and cost control, plus robust management and deployment tools, to adapt to your changing business needs with greater IT control.

### INSIDE OFFICE 365

Office 365 for professionals and small businesses includes the latest productivity, collaboration and networking tools, so you can look professional, be better connected and more responsive than ever. With familiar tools that have been updated to make the most of new business technology, Office 365 helps to bring your business online so that you can operate almost anytime, anywhere\*.

#### ● **Microsoft® Exchange Online**

– access to email, contacts and calendars on compatible devices, with large 25GB mailboxes for each user and Microsoft Forefront® Online Protection for Exchange, which includes multiple filters and virus-scanning engines.

#### ● **Microsoft® SharePoint®**

**Online** – Help work together effectively by sharing team documents and tracking project milestones to keep everyone in sync – plus design and maintain a simple professional-looking public website with a custom domain name.

#### ● **Microsoft® Lync™ Online**

– Find and connect with colleagues and customers via rich presence, instant messaging (IM), audio/video calls, and online meetings.

#### ● **Microsoft® Office Web Apps**

– Users can view, share, and work on documents online with other users across compatible personal computers, mobile devices, and the web\*.

FOR A FREE 30-DAY TRIAL<sup>†</sup> VISIT [TELSTRA.COM/T-SUITE](http://TELSTRA.COM/T-SUITE) OR FOR MORE INFORMATION CALL 1800 TSUITE (1800 878 483)



BUSINESS



\* Subject to internet availability or mobile network coverage. 1. Access from mobile devices depends on carrier network availability. 2. Users of BlackBerry® Internet Service get push email and can add calendar and contacts to their BlackBerry device through a wired sync with Outlook on the PC. 3. Service levels do not apply during excluded downtime (being downtime less than 10 minutes in length) and scheduled downtime. Refer to Telstra's T-Suite Our Customer Terms for information on the service levels, the exclusions, and how to claim service credits. For complete terms and conditions, including our rights to update the service or change the functionality, and the ability for you to change Microsoft Online Services or change licence numbers, see T-Suite Our Customer Terms. † Each Microsoft® Office 365 (Plan P1) trial is limited to 10 seats and expires after 30 days. You may only receive one trial. You may, during or within 30 days of the expiring of the trial, choose to convert your trial users to a paid subscription for any Office 365 suite or any of the individual components of the Office 365 services. No early termination charges apply for not converting to a paid subscription. User information and data, including mailbox content, hosted data and other related settings will be deleted within 30 days after the expiry of the trial unless you have purchased a subscription for the Office 365 (Plan P1) suite or any of the individual components of the Office 365 (Plan P1). If you choose to purchase from a different suite to that trialled, your existing account and service data will not be migrated and will be deleted. Telstra may in its discretion cancel the Trial prior to the end of the 30-day period. For complete terms and conditions, including information on trials, see T-Suite Our Customer Terms. ®Registered trade mark of Microsoft Corporation Limited. ® Registered trade mark of Telstra Corporation Limited ABN 33 051 775 556. iPhone is a trade mark of Apple, Inc. ® The BlackBerry and RIM families of related marks, images and symbols are the exclusive properties and trade marks or registered trade marks of Research In Motion Limited – used by permission.