

Office 365 and Microsoft 365 Commercial Plan Comparison



	Office 365 Business ¹			Office 365 ²					Microsoft 365 ³				
	Business Basic	Apps for Business	Business Standard	Apps for Enterprise	F3	E1	E3	E5	Business Premium	F1	F3	E3	E5
Number of Seats	300	300	300	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Install client apps on up to 5 PCs/Macs + 5 tablets + 5 smartphones per user ⁴	*	*	*	*	*	*	*	*	*	*	*	*	*
Multilingual user interface for Office applications	*	*	*	*	*	*	*	*	*	*	*	*	*
Office Mobile Apps – Create/edit rights for commercial use of Office Mobile apps ⁵	*	*	*	*	*	*	*	*	*	Read-only	*	*	*
Office for the Web – Create/edit rights for online versions of core Office apps	*	*	*	*	*	*	*	*	*	Read-only	*	*	*
Office 365 for Mac				*	*	*	*	*	*	*	*	*	*
Exchange Online	Plan 1 (50 GB)		Plan 1 (50 GB)		EXO K (2 GB)	Plan 1 (50 GB)	Plan 2 (100 GB)	Plan 2 (100 GB)	Plan 1 (50 GB)	EXO K (2 GB)	EXO K (2 GB)	Plan 2 (100 GB)	Plan 2 (100 GB)
SharePoint Online	Plan 1		Plan 1		SPO K ⁶	Plan 1	Plan 2	Plan 2	Plan 1	SPO K ⁶	SPO K ⁶	Plan 2	Plan 2
Skype for Business Online	*		Plan 2		Plan 1	Plan 2	Plan 2	Plan 2	Plan 1	Plan 1	Plan 1	Plan 2	Plan 2
Microsoft Teams	*		*		*	*	*	*	*	*	*	*	*
OneDrive for business	1 TB	1 TB	1 TB	1 TB	2 GB	1 TB	1-5+ TB ⁷	1-5+ TB ⁷	1 TB	2GB	2GB	1-5+ TB ⁷	1-5+ TB ⁷
Yammer Enterprise	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft MyAnalytics	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Forms ⁸	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Graph API	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Planner	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Shifts	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Stream	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Whiteboard	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Sway ⁹	*	*	*	*	*	*	*	*	*	*	*	*	*
Office DevEx	*	*	*	*	*	*	*	*	*	*	*	*	*
Office 365 Groups	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Kaizala Pro	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft To-Do	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Bookings	*	*	*	*	*	*	*	*	*	*	*	*	*
Outlook Customer Manager, Invoicing, Business Center & MileIQ			*						*			*	*
Power Apps for Office 365 ¹¹	*	*	*	*	*	*	*	*	*	*	*	*	*
Power Automate for Office 365 ¹¹	*	*	*	*	*	*	*	*	*	*	*	*	*
On-premises Active Directory sync for SSO	*	*	*	*	*	*	*	*	*	*	*	*	*
Mobile Device Management (MDM) for Office 365 ¹²	*	*	*	*	*	*	*	*	*	*	*	*	*
Microsoft Intune									*	*	*	*	*
Rights to run Exchange Server, SharePoint Server, and Skype for Business Server on-premises ¹³						*	*	*			*	*	*
Exchange Server, SharePoint Server, and Skype for Business Server Client Access License (CAL) equivalency						*	*	*			*	*	*
Windows Server, RMS, and Microsoft Identity Management CAL equivalency									*	*	*	*	*
System Center Configuration Manager and System Center Endpoint Protection Management License (ML) equivalency									*	*	*	*	*
Group Policy support, Office telemetry, Roaming settings				*	*	*	*	*			*	*	*
Shared computer activation				*	*	*	*	*	*	*	*	*	*
Data analytics and visualization (Power BI Pro)					*	*	*	*			*	*	*
Phone System, Audio Conferencing					*	*	*	*			*	*	*
Content Search	*	*	*	*	*	*	*	*	*	*	*	*	*
Core eDiscovery (incl. Hold and Export)				*	*	*	*	*	*	*	*	*	*
Advanced eDiscovery				*	*	*	*	*	*	*	*	*	*
Basic Audit				*	*	*	*	*	*	*	*	*	*
Advanced Audit				*	*	*	*	*	*	*	*	*	*
Manual retention policies and sensitivity labels ¹⁴				*	*	*	*	*	*	*	*	*	*
Automatic retention policies and sensitivity labels ¹⁵				*	*	*	*	*	*	*	*	*	*
Azure Information Protection						AIP for O365	AIP for O365	AIP for O365	Premium Plan 1	Premium Plan 1	Premium Plan 1	Premium Plan 1	Premium Plan 2
Office 365 Data Loss Prevention (DLP) for emails and files						*	*	*	*	*	*	*	*
Communication DLP (Teams)						*	*	*	*	*	*	*	*
Email archiving						*	*	*	*	*	*	*	*
Basic Office Message Encryption						*	*	*	*	*	*	*	*
Advanced Office Message Encryption						*	*	*	*	*	*	*	*
Customer Key for Office 365						*	*	*	*	*	*	*	*
Insider Risk Management						*	*	*	*	*	*	*	*
Communication Compliance (incl. Supervision policies)						*	*	*	*	*	*	*	*
Information Barriers						*	*	*	*	*	*	*	*
Customer Lockbox						*	*	*	*	*	*	*	*
Privileged Access Management						*	*	*	*	*	*	*	*
Office 365 Cloud App Security						*	*	*	*	*	*	*	*
Microsoft Cloud App Security						*	*	*	*	*	*	*	*
Office 365 Advanced Threat Protection (ATP) Plan 1						*	*	*	*	*	*	*	*
Office 365 ATP Plan 2 (Office 365 ATP Plan 1 + Threat Protection)						*	*	*	*	*	*	*	*
Windows 10 Desktop Operating System Upgrade						*	*	*	Business ¹⁶	Enterprise	Enterprise	Enterprise	Enterprise
Windows Defender Antivirus, Device Guard, Windows Information Protection, BitLocker and BitLocker To Go						*	*	*	*	*	*	*	*
Windows AutoPilot, Windows Hello for Business						*	*	*	*	*	*	*	*
Windows Analytics Device Health						*	*	*	*	*	*	*	*
Windows Defender Application Guard						*	*	*	*	*	*	*	*
Windows Defender Credential Guard						*	*	*	*	*	*	*	*
Microsoft Defender ATP						*	*	*	*	*	*	*	*
Azure Advanced Threat Protection						*	*	*	*	*	*	*	*
Azure Advanced Threat Analytics						*	*	*	*	*	*	*	*
Azure Active Directory Premium						*	*	*	Limited ¹⁷	Plan 1	Plan 1	Plan 1	Plan 2

1. Business plans include business hours support for all non-critical issues, 24/7 phone support from Microsoft, and a 300 seat cap limit for all Business plans
2. Enterprise plans include 24/7 phone support from Microsoft for all issues and has an unlimited seat cap
3. Includes Word, Excel, PowerPoint, Outlook, OneNote, Publisher (PC only), and Access (PC only)
4. Core Office mobile apps include: Outlook, Word, Excel, PowerPoint, OneNote
5. Limited to devices with integrated screens 10.1" diagonally or less
6. Cannot be administrators. No site mailbox. No personal site. F1 users unable to create forms.
7. Microsoft will provide an initial 5 TB of OneDrive storage per user. Customers who want additional OneDrive storage can request it as needed by contacting Microsoft support. Subscriptions for fewer than five users receive 1 TB OneDrive storage per user.
8. Cannot be administrators
9. Does not include Forms Pro capabilities.
10. Consumption only (no publishing or sharing)
11. Sway is not currently available for Government Community Cloud (GCC) customers and customers in certain geographies. Some legacy Office 365 plans that are no longer in market as of August 2015 may also not have access to Sway.
12. Requires adding Business Apps (Free) subscription via the Admin Portal
13. Invoicing, Business Center & MileIQ available only in the United States, Canada, and United Kingdom
14. Limited to 2000 steps.
15. Also included with Exchange Online, OneDrive for Business, SharePoint Online, and Skype for Business standalone plans
16. Not available in CSP
17. For a detailed comparison of information protection and governance features by license, refer to the Detailed Compliance Licensing Comparison (Internal)
18. Does not include trainable classifiers (Machine Learning)
19. Does not include visualization rights, downgrade rights and other version/editing rights
20. Limited to Self-service password reset for hybrid Azure, Azure Multi-factor Authentication, and Conditional Access
This document is for informational purposes only. MICROSOFT MAKES NO WARRANTIES, EXPRESS OR IMPLIED, IN THIS SUMMARY.