



# The Productivity Benefits of Microsoft Office 365

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## Making the Job Easier With Microsoft Office 365

Companies everywhere would love nothing more than for the jobs of each and every employee to get easier. They would also love nothing more than to increase productivity for their workforce without having to invest heavily in all new technology or business applications. Not to mention the amount of time and money that would have to be invested in training employees on the new technology.

With Office 365, organizations get to continue using the same software they've been using for years – Outlook, Word, Excel, etc. The key difference is Microsoft manages it all, which removes the burden of that off the organization. Productivity is a great word, one that gets thrown around by organizations and consultants quite a bit, but Office 365 actually achieves greater productivity through its adoption and use.

## **Access From Anywhere With Office 365**

Being that Office 365 is in the cloud, accessing necessary information has never been easier. All you need is a computer or other mobile device with an Internet connection to get what you need, when you need it. Any changes to documents or other resources are saved and backed up automatically, and collaborating on a document or project in real time is a cinch.

## **Easy to Use, Simple to Understand**

Office 365, at its core, is the same basic product as Microsoft Office 2013, or previous versions. Anyone familiar with any version of Word, Excel, and all other applications provided by Microsoft will be able to confidently use Office 365. Even the additional functions and applications Office 365 offers are easy to find and learn exactly what they do and how they may or may not help you achieve specific things.

## **Robust Security Comes With Office 365**

Security can be as strict or lenient as an organization wants with Office 365. The suite of business productivity tools offers administrators the ability to pick and choose who can access what and when, or you can simply provide specific user accounts with blanket access. Updates to the software, as well as security patches, are also handled automatically.

Not all organizations may be ready to migrate to the cloud with Office 365, but the productivity benefits are obvious. Between increased efficiency of business processes and the ability to quickly access and update files, organizations are also able to save quite a bit of money on top of revenue gains from increased enterprise wide productivity.

The key to migrating to Office 365 and configuring it properly and securely for your organization is partnering with a dedicated IT Managed Services Provider such as Troinet. Their team of certified engineers and Microsoft product specialists are able to upgrade your business with Office 365.



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