Welcome to Office 365

Office 365 is a line of subscription services offered by Microsoft as part of the Microsoft Office product line. The brand encompasses plans that allow use of the Microsoft Office software suite over the life of the subscription, as well as cloud-based software as a service products for business environments, such as hosted Exchange Server, Skype for Business Server, and SharePoint, among others. All Office 365 plans include automatic updates to their respective software at no additional charge, as opposed to conventional licenses for these programs—where new versions require purchase of a new license.

Now in Nepal with 24/7 Support that's all from Microsoft in collaboration with leading IT Company "Paradise IT Solution Pvt. Ltd. The company will be looking over all the users I based on Nepal. The company is verified by the policy of Microsoft. The product is hosted from Singapore whereas Paradise IT will be responsible for all the product based on Nepal.

What are included with the subscription?

Its very important to know what are included with the package that you buy? Yes, with the package you can get all the office 365 packages which includes Word, Excel, PowerPoint, Outlook, OneNote, SharePoint, One Drive and yes, the most important Microsoft teams.

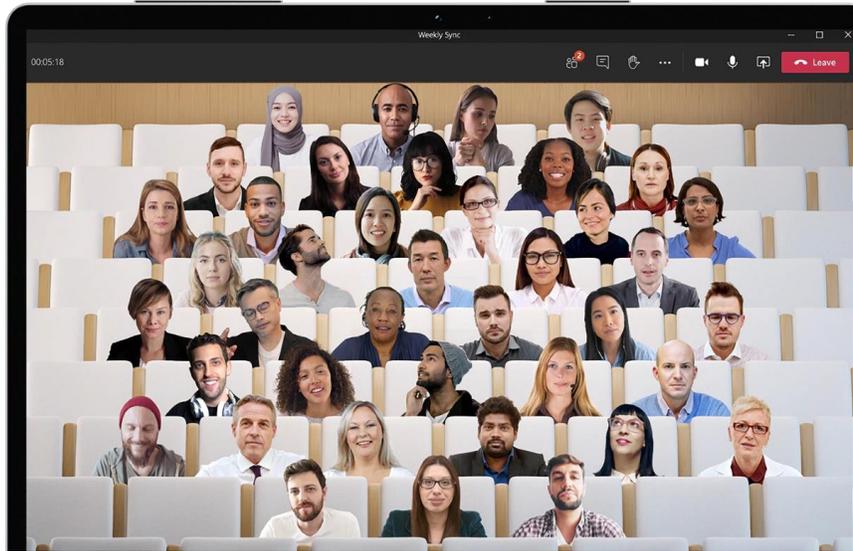**Get the premium versions of apps and services to create, collaborate and share your best work**

From home to business, from desktop to web and the devices in between, Microsoft delivers the tools you need to create your best work.

What you think? Let us know. Let us describe you each product.

Microsoft Teams

What you can do with teams?? Let us find if it suits for your educational institution.

- ➤ Chat from anywhere (Get in touch with your students, Guardians, and between the faculty member) a secure and reliable chatting system.
- ➤ Organize a meeting or start learning or teaching anytime anywhere.
- ➤ Class routine and be set once in the classroom due to which all the students and teachers will be notified before the class starts.
- ➤ Proper attendance system with all the record of joining and leaving the class.
- ➤ White board system can be accessed Mouse in PC and with a pen in Mobiles.
- ➤ Can be accessed from Desktop, laptops and mobile.
- ➤ Class assignment system.
- ➤ Sending notice to the group of students, Teachers, Guardians etc.
- ➤ Accessing remote control over the teachers and student computer.
- ➤ Recording the class as per the requirement available.
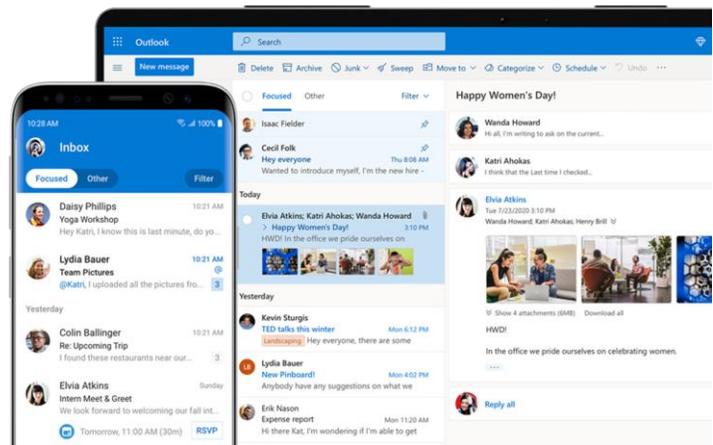- ➤ Video call and sharing the screen makes more easier to teach

Microsoft Outlook – Business emails

Email and calendar, together in one place

Send, receive, and manage your email. Use Outlook's built-in calendar to keep track of appointments and events.

- ➤ Get professional business email for student teachers and for you yourself (yourname@yourbusiness.com) unlimited emails with 100 GB storage.
- ➤ Fast and reliable email platform which can be accessed from web platform, desktop application and mobile.
- ➤ Automatic response, Calendar, Contacts, sharing drive available at one place, Take your mail anywhere any place immediately. The powerful email platform.
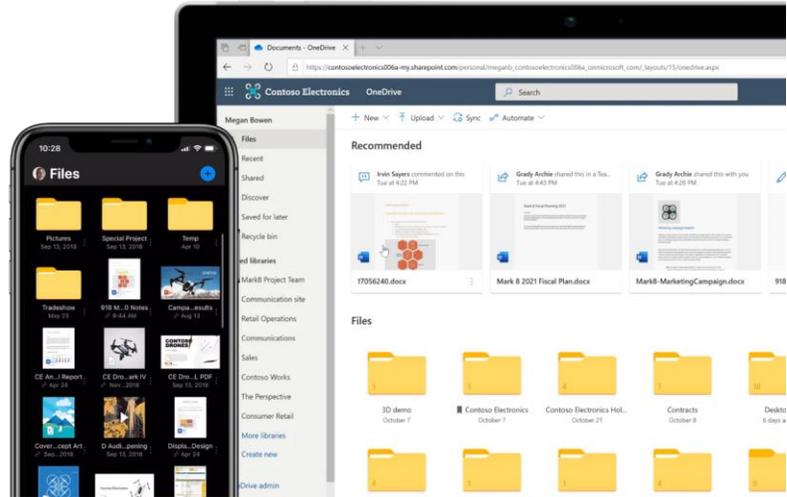
Onedrive for Business

Designed for business—access, share, and collaborate on all your files from anywhere.

New OneDrive features connect all your files across Microsoft 365

Access and protect your business and schoolwork with this intelligent file app. Share and collaborate from anywhere, on any device.
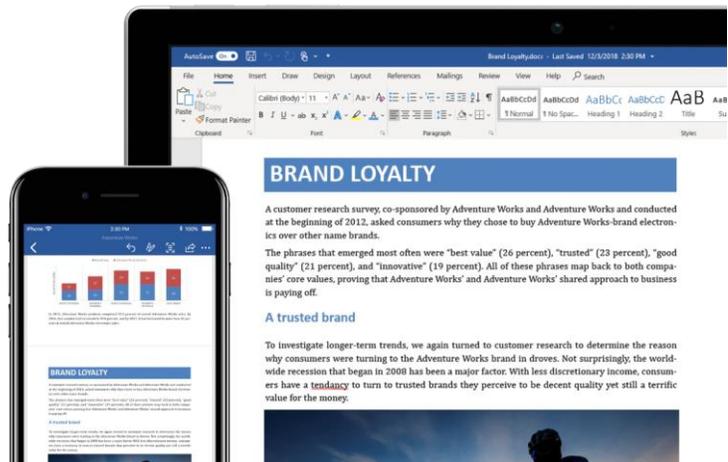
- ➢ Powerful storage of 5TB (5000 GB) files that is stored in cloud.
- ➢ Power a cohesive file experience - Easily add shared files from Teams or SharePoint to OneDrive, upload files up to 5000 GB, sync libraries, and more.
- ➢ Enhance collaboration in Teams - Work better together. New integrations allow you to create sharable links, grant expiring access, and follow configured policies.
- ➢ Use visibility and controls for security - Enhance admin capabilities with sync reports, apply sensitivity labels, and manage migration.
- ➢ Anywhere access - Easily store, access, and discover your individual and shared work files in Microsoft 365, including Microsoft Teams, from all your devices. Your offline edits will automatically sync next time you connect.

Word, PowerPoint, Excel, One Note

Access and protect your business and schoolwork with this intelligent file app. Share and collaborate from anywhere, on any device.

- ➢ Transform documents to web pages - Need to publish a newsletter or document for others to see? Easily transform your Word document into a webpage.
- ➢ Get real-time translation with just a click - Collaborate with others across the globe. Translate documents in your non-native language with just a click.
- ➢ Add more dimension to your docs - Get creative by inserting 3D models directly in your book reports, nonprofit presentation or any document.

➢ Enhanced by intelligence for experts and novices - Excel learns your patterns, organizing your data to save you time. Easily create spreadsheets from templates or on your own and use modern formulas to perform calculations.

➢ Work better together - Share your workbook with others and always work on the latest version for real-time collaboration to help get work done faster. With Microsoft 365, work within an Excel file from mobile, desktop, and web.

➢ Get a better picture of your data - New charts and graphs help you present your data in compelling ways, with formatting, sparklines, and tables to better understand your data. Easily create forecasts to predict trends with just a click.
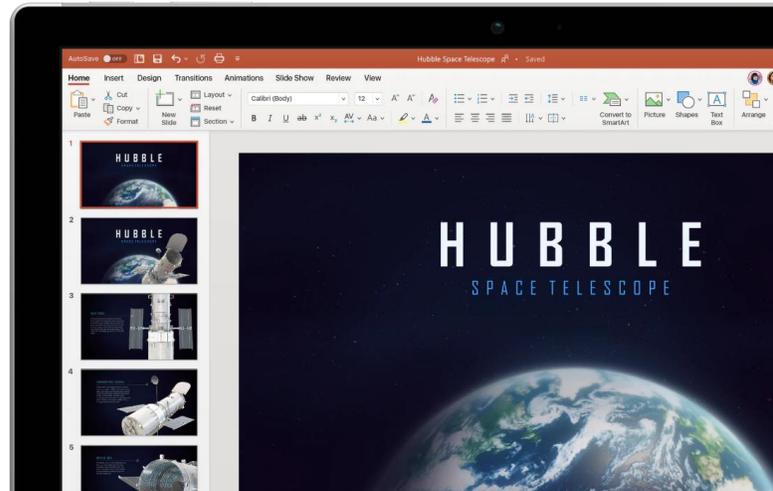
➢ Designing slides has never been easier - Create well-designed, impactful slides with the help of Designer and Ideas in PowerPoint.

➢ 3D is not just for the movies - Now you can easily insert 3D objects and embedded animations directly into PowerPoint decks from your own files or a library of content.

➢ Interact naturally using voice, touch, and ink - Easily ink onto a slide, then convert handwritten notes into text and make hand-drawn shapes perfect in seconds.
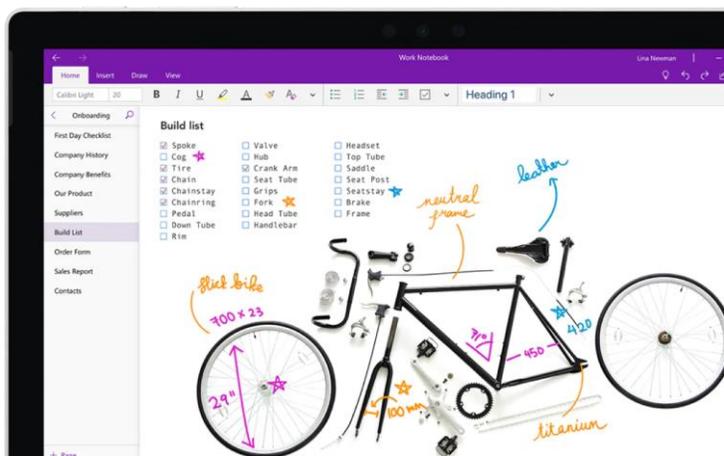
➢ Your world organized - Get organized in notebooks you can divide into sections and pages. With easy navigation and search, you will always find your notes right where you left them.

➢ Gather your thoughts, then make them even better - Revise your notes with type, highlighting, or ink annotations. With OneNote across all your devices, you will never miss a flash of inspiration.

➢ Share and collaborate - Great minds don't always think alike, but they can share ideas and create together in OneNote.

So what you think of it – is it really useful?

Reading this all do you find it is very useful for your school, College and University as well as your business? So, no worry we are here to make ready for you. Call us in the contact details below and order one for you.

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Note: Every technical support is included for a whole year is included with the subscription.