Microsoft 365 Business Basic

For PC, Mac, iOS, and Android

- Benefit from identity, access, and user management for up to 300 employees.
- Use web and mobile versions of Word, Excel, PowerPoint, and Outlook only.
- Get custom business email (you@yourbusiness.com) with Outlook.
- Book client meetings and collaborate with Teams.
- Store and share files with 1TB of OneDrive cloud storage per user.
- Get more than 10 additional apps for your business needs (including Bookings, Planner, and Forms).
- Get help with around-the-clock phone and web support from Microsoft.
- Microsoft 365 Copilot, available as an add-on.[3]

