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Connect, protect, and empower every employee, from the office to the frontline worker, with a subscription plan that enhances productivity and drives innovation.

Microsoft 365 Stay connected and get more done with intelligent apps and experiences, integrated cloud services, and built-in security.	Office 365 Create, share, edit, and collaborate in real time from anywhere on any device with a cloud-based suite of productivity apps and services.	Microsoft Enterprise Mobility + Security (EMS) Protect and secure your organization and empower your employees to work in new and flexible ways with an intelligent mobility management and security platform.	Windows 11 Benefit from a highly secure and manageable productivity platform that runs on a wide variety of hardware devices or in the cloud.
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Information Worker Plans									Frontline Worker Plans								
Microsoft 365				Office 365			Enterprise Mobility + Security		Windows 11			Microsoft 365					Office 365
E3	E5	E5 Security ¹	E5 Compliance ¹	E1	E3	E5	E3	E5	Pro (for reference)	Enterprise E3	Enterprise E5	F1	F3	F5 Security ²	F5 Compliance ²	F5 Sec+Comp ²	F3

¹ Requires Microsoft 365 E3 (or Office 365 E3 and Enterprise Mobility + Security E3).

² Requires Microsoft 365 F1/F3 (or Office 365 F3 and Enterprise Mobility + Security E3).

Microsoft 365 Apps

	E3	E5	E5 Security ¹	E5 Compliance ¹	E1	E3	E5	E3	E5	Pro (for reference)	Enterprise E3	Enterprise E5	F1	F3	F5 Security ²	F5 Compliance ²	F5 Sec+Comp ²	F3
Desktop client apps ¹	●	●				●	●											
Office Mobile apps ²	●	●			●	●	●						Read only	● ³				● ³
Install apps on up to 5 PCs/Mac + 5 tablets + 5 smartphones	●	●			● ⁴	●	●							● ⁴				● ⁴
Office for the web	●	●			●	●	●						Read only	●				●
Visio for the web	●	●			●	●	●						Read only	●				●
Microsoft Editor premium features	●	●				●	●											
Multilingual user interface for Office apps	●	●				●	●											

¹ Includes Word, Excel, PowerPoint, OneNote, Outlook, Access (PC only), and Publisher (PC only).

² Includes Word, Excel, PowerPoint, Outlook, and OneNote mobile Apps.

³ Limited to devices with integrated screens smaller than 10.9".

⁴ Mobile apps only.

Email, calendar, and scheduling

	E3	E5	E5 Security ¹	E5 Compliance ¹	E1	E3	E5	E3	E5	Pro (for reference)	Enterprise E3	Enterprise E5	F1	F3	F5 Security ²	F5 Compliance ²	F5 Sec+Comp ²	F3
Exchange Kiosk (2 GB mailbox)													See footnote 1	●				●
Exchange Plan 1 (50 GB mailbox)					●													
Exchange Plan 2 (100 GB mailbox)	●	●				●	●											
Calendar	●	●			●	●	●						●	●				●
Outlook desktop client	●	●				●	●											
Auto-expanding email archive	●	●				●	●									●	●	
Exchange Online Protection	●	●			●	●	●							●				●
Public folder mailboxes	●	●			●	●	●											
Resource mailboxes	●	●			●	●	●							●				●
Inactive mailboxes	●	●				●	●											
Microsoft Shifts	●	●			●	●	●						●	●				●
Microsoft Bookings	●	●			●	●	●						●	●				●

¹ Microsoft 365 F1 includes the Exchange Kiosk service plan to enable Teams calendar only. It does not include mailbox rights.



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¹ Requires Microsoft 365 E3 (or Office 365 E3 and Enterprise Mobility + Security E3).

² Requires Microsoft 365 F1/F3 (or Office 365 F3 and Enterprise Mobility + Security E3).

Meetings, calling, and chat

Microsoft Teams	•	•		•	•	•						•	•				•
Unlimited chat	•	•		•	•	•						•	•				•
Online meetings	•	•		•	•	•						•	•				•
Live Events	•	•		•	•	•											
Webinars	•	•			•	•											
Screen sharing and custom backgrounds	•	•		•	•	•						•	•				•
Record meetings	•	•		•	•	•						•	•				•
Priority notifications	•	•		•	•	•						•	•				•
Teams Phone		•				•											
Audio Conferencing ¹	• ²	• ³		• ²	• ²	• ³						• ²	• ²				• ²

¹ Check country and region availability.

² Available via the no-cost [Audio Conferencing with Dial Out to US and Canada](#) add-on license. Includes unlimited toll dial-in, 60 minutes/user/month dial-out to US and Canada phone numbers, and Operator Connect Conferencing.

³ Includes unlimited toll dial-in, 60 minutes/user/month dial-out to [Zone A countries](#), and Operator Connect Conferencing.

Social, intranet, and storage

SharePoint Kiosk (2 GB OneDrive storage)												• ¹	• ¹				• ¹
SharePoint Plan 1 ² (1 TB OneDrive storage)				•													
SharePoint Plan 2 ² (unlimited OneDrive storage ³)	•	•			•	•											
Yammer Enterprise	•	•		•	•	•						•	•				•
Microsoft Viva Connections	•	•		•	•	•						•	•				•

¹ No site mailbox. No personal site.

² Includes 10 GB SharePoint storage in addition to 1TB storage provided per organization.

³ Microsoft will provide up to 5 TB of initial OneDrive storage per user based on the [default quota](#) for the tenant. Additional storage can be requested by contacting Microsoft support. Subscriptions for fewer than five users received 1 TB of OneDrive storage that cannot be expanded.

Content services

Microsoft Graph API	•	•		•	•	•						•	•				•
Microsoft Search	•	•		•	•	•						•	•				•
Microsoft Stream (on SharePoint)	•	•		•	•	•						• ¹	• ¹				• ¹
Microsoft Forms ²	•	•		•	•	•							•				•
Microsoft Lists	•	•		•	•	•						•	•				•
Delve	•	•		•	•	•											
Expertise identification ³	•	•			•	•											
Create document understanding or form processing models ³	•	•		•	•	•						•	•				•
Access content centers ³	•	•		•	•	•						•	•				•
View metadata extracted by document understanding or form processing models ³	•	•		•	•	•						•	•				•

¹ Users can record meetings and consume Stream content but cannot publish to Stream.

² Licensed users can create/share/manage forms. Completing/responding does not require a Forms license.

³ Separate SharePoint Syntex user subscription license required to apply a document understanding model to a library, create a form processing model via the entry point in a library, upload content to a library where a document understanding or form processing model has been applied, run a document understanding model on-demand and/or use premium taxonomy services.



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¹ Requires Microsoft 365 E3 (or Office 365 E3 and Enterprise Mobility + Security E3).

² Requires Microsoft 365 F1/F3 (or Office 365 F3 and Enterprise Mobility + Security E3).

Project and task management

Microsoft Planner	•	•			•	•	•					•	•					•
Microsoft To-Do	•	•			•	•	•						•					•

Analytics

Productivity Score	•	•			•	•	•					•	•					•
Secure Score	•	•			•	•	•			•	•	•	•					•
Compliance Management	•	•			•	•	•					•	•					•
Power BI Pro		•					•											

Viva Insights¹

Personal insights in Teams	•	•			•	•	•											
Outlook add-in and inline suggestions	•	•			•	•	•											
Daily briefing email	•	•			•	•	•											
Monthly email digest and personal dashboard	•	•			•	•	•											
Premium personal insights ²		•					•											

¹ Requires Exchange Online. Manager and Leader insights, Advanced insights, and additional Premium personal insights are available with the Viva Insights and Viva Suite add-ons.

² Includes the Shorten a meeting feature, Delay delivery plan, and Track email open rate inline suggestions.

Viva Learning

Viva Learning in Teams	•	•			•	•	•					•	•					•
Create learning tabs in Teams channels	•	•			•	•	•					•	•					•
Search, share, and chat about learning content	•	•			•	•	•					•	•					•
Microsoft Learn and Microsoft 365 Training libraries + 125 top LinkedIn Learning courses ²	•	•			•	•	•					•	•					•
Organization-generated content with SharePoint and Viva Learning	•	•			•	•	•					•	•					•

¹ Course recommendations and progress tracking, integration with 3rd party content providers and Learning Management Systems, and learning content surfaced across Microsoft 365 suite available with the Viva Learning or Viva suite add-on license.

² Users with a separate LinkedIn Learning subscription have access to the full LinkedIn Learning catalog.

Automation, app building, and chatbots¹

Power Apps for Microsoft 365	•	•			•	•	•											•
Power Automate for Microsoft 365	•	•			• ²	• ²	• ²			• ³	• ³							• ²
Power Virtual Agent for Teams	•	•			•	•	•											•
Dataverse for Teams	•	•			•	•	•											•

¹ Refer to the licensing FAQs and Licensing Guide at <https://docs.microsoft.com/power-platform/admin/powerapps-flow-licensing-faq> for details including functionality limits.

² Cloud flows only.

³ Desktop flows only.



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² Requires Microsoft 365 F1/F3 (or Office 365 F3 and Enterprise Mobility + Security E3).

Information protection

Azure Information Protection Plan 1	•						•					•	•					
Azure Information Protection Plan 2		•		•											•		•	
Manual, default, and mandatory sensitivity labeling in Office 365	•	•				•	•	•	•			• ¹	•					
Automatic sensitivity labeling in Office 365 apps		•		•											•		•	
Manual labeling with the AIP app and plugin	•	•						•	•			•	•					
Automatic labeling in the AIP plugin		•		•											•		•	
Automatic sensitivity labels in Exchange, SharePoint, and OneDrive		•		•				•							•		•	
Sensitivity labels based on Machine Learning/Trainable Classifiers		•		•											•		•	
Sensitivity labeling for containers in Office 365	•	•				•	•						•					
Data Loss Prevention (DLP) for emails & files	•	•				•	•								•		•	
DLP for Teams chat		•		•				•							•		•	
Endpoint DLP		•		•											•		•	
Basic Message Encryption	•	•				•	•	• ²	• ²			• ²	•					
Advanced Message Encryption		•		•					• ²						•		•	
Customer Key		•		•			•								•		•	

¹ Microsoft 365 F1 does not include Exchange email service or Office apps.

² Does not include Exchange email service.

Threat protection

Microsoft Defender Antimalware	•	•								•	•		•					•
Microsoft Defender Firewall	•	•								•	•		•					
Microsoft Defender Exploit Guard	•	•								•	•		•					
Microsoft Defender Credential Guard	•	•								•	•		•					
BitLocker and BitLocker To Go	•	•								•	•		•					
Windows Information Protection	•	•								•	•		•					
Microsoft Defender for Endpoint Plan 1	•	•																
Microsoft Defender for Endpoint Plan 2		•	•								•			•			•	
Microsoft Defender for Identity		•	•								•			•			•	
Microsoft Defender for Office 365 Plan 2		•	•			•								•			•	
Application Guard for Office 365		•	•											•			•	
Safe Documents		•	•															



Information Worker Plans									Frontline Worker Plans								
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¹ Requires Microsoft 365 E3 (or Office 365 E3 and Enterprise Mobility + Security E3).

² Requires Microsoft 365 F1/F3 (or Office 365 F3 and Enterprise Mobility + Security E3).

Cloud access security broker

Microsoft Defender for Cloud Apps		•	•	•				•						•	•	•	
Microsoft Defender for Cloud Apps Discovery	•	•					•	•				•	•				
Office 365 Cloud App Security						•											

Identity and access management

Azure Active Directory Premium Plan 1	•						•					•	•				
Azure Active Directory Premium Plan 2		•	•					•						•			•
User Provisioning	•	•	•		•	•	•	•				•	•	•			•
Self-service password change	•	•	•		•	•	•	•				•	•	•			•
Self-service password unlock/reset	•	•	•				•	•				•	•	•			•
Advanced Security Reports	•	•	•				•	•				•	•	•			•
Multi Factor Authentication	•	•	•		•	•	•	•				•	•	•			•
Conditional Access	•	•	•				•	•				•	•	•			•
Risk Based Conditional Access / Identity Protection		•	•					•						•			•
Privileged Identity Management		•	•					•						•			•
Access Reviews		•	•					•						•			•
Entitlement Management		•	•					•						•			•
Microsoft 365 Groups	•	•			•	•	•						•				•
On-premises Active Directory sync for SSO	•	•			•	•	•	•				•	•	•			•
DirectAccess supported	•	•								•	•		•				
Windows Hello for Business	•	•							•	•	•		•				
Microsoft Advanced Threat Analytics	•	•					•	•				•	•	•			•
Windows Store Access Management	•	•								•	•		•				

Endpoint and app management

Microsoft Intune	•	•					•	•				•	•				
Mobile Device Management	•	•			•	•	•	•	•	•	•	•	•				
Microsoft Endpoint Manager	•	•					•	•				•	•				
Mobile application management	•	•					•	•	•	•	•	•	•				
Windows AutoPilot	•	•					• ¹	• ¹				• ¹	•				
Group Policy support	•	•				•	•										
Office cloud policy support	•	•			• ²	•	•						• ²				• ²
Shared computer activation for M365 Apps	•	•			•	•											
Endpoint Analytics	•	•					•	•				•	•				
Cortana management	•	•								•	•		•				

¹ Does not include Windows license.

² Limited to policies for web apps.



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Microsoft 365				Office 365			Enterprise Mobility + Security		Windows 11			Microsoft 365					Office 365
E3	E5	E5 Security ¹	E5 Compliance ¹	E1	E3	E5	E3	E5	Pro (for reference)	Enterprise E3	Enterprise E5	F1	F3	F5 Security ²	F5 Compliance ²	F5 Sec+Comp ²	F3

¹ Requires Microsoft 365 E3 (or Office 365 E3 and Enterprise Mobility + Security E3).

² Requires Microsoft 365 F1/F3 (or Office 365 F3 and Enterprise Mobility + Security E3).

Data lifecycle management

Manual retention labels	•	•			•	•	•	•	•				•	•				•
Basic org-wide or location-wide retention policies	•	•				•	•								•	•		
Rules-based automatic retention policies		•	•				•								•	•		
Machine Learning-based retention		•	•												•	•		
Teams message retention policies	•	•			• ¹	•	•	•	•			• ¹	• ¹		•	•		• ¹
Records Management		•	•				•								•	•		

¹ 30-day minimum retention period. (No maximum retention period.)

eDiscovery and auditing

Content Search	•	•	•	•	•	•	•					•	•					•
eDiscovery (Standard) (including Hold and Export)	•	•	•		•	•									•	•		
Litigation Hold	•	•				•	•								•	•		
eDiscovery (Premium)		•	•				•								•	•		
Audit (Standard)	•	•			•	•	•					•	•					•
Audit (Premium)		•	•				•								•	•		

Insider risk management

Insider Risk Management		•	•												•	•		
Communication Compliance		•	•				•								•	•		
Information Barriers		•	•				•								•	•		
Customer Lockbox		•	•				•								•	•		
Privileged Access Management		•	•				•								•	•		

Windows

Windows 11 Edition	Enterprise	Enterprise								Pro	Enterprise	Enterprise		Enterprise ¹				
Azure Virtual Desktop	•	•									•	•		•				
Universal Print	•	•								•	•	•		•				

¹ No LTSC. No MDOP. VDI only for Licensed Users of a shared device with a QOS (except for Azure Virtual Desktop).



Add-on licenses

Expand the power and security of your Microsoft 365 plans with these additional options.

- = Included
- + = Can be added
- N/A = Not available

Information Worker Plans					Frontline Worker Plans		
Microsoft 365		Office 365			Microsoft 365		Office 365
E3	E5	E1	E3	E5	F1	F3	F3

Security and Compliance

Microsoft 365 E5 Security	+	●	N/A	N/A	N/A	N/A	N/A	N/A
Microsoft 365 E5 Compliance	+	●	N/A	N/A	N/A	N/A	N/A	N/A
Microsoft 365 E5 Info Protection and Governance	+	●	¹	¹	● ^{1,2}	N/A	N/A	N/A
Microsoft 365 E5 Insider Risk Management	+	●	+	+	● ³	N/A	N/A	N/A
Microsoft 365 E5 eDiscovery and Audit	+	●	+	+	●	N/A	N/A	N/A
Microsoft 365 F5 Security	N/A	N/A	N/A	N/A	N/A	+	+	⁴
Microsoft 365 F5 Compliance	N/A	N/A	N/A	N/A	N/A	+	+	⁴
Microsoft 365 F5 Security + Compliance	N/A	N/A	N/A	N/A	N/A	+	+	⁴
Microsoft 365 F5 Info Protection and Governance	N/A	N/A	N/A	N/A	N/A	+	+	⁴
Microsoft 365 F5 Insider Risk Management	N/A	N/A	N/A	N/A	N/A	+	+	⁴
Microsoft 365 F5 eDiscovery and Audit	N/A	N/A	N/A	N/A	N/A	+	+	⁴
Microsoft Defender for Identity	+	●	+	+	+	+	+	+
Microsoft Defender for Office 365 Plan 1	+	●	+	+	●	+	+	+
Microsoft Defender for Office 365 Plan 2	+	●	+	+	●	+	+	+
Microsoft Defender for Cloud Apps	+	●	+	+	+	+	+	+
App governance add-on for Microsoft Defender for Cloud Apps	⁵	+	⁵	⁵	⁵	⁵	⁵	⁵
Microsoft Defender for Endpoint Plan 1	●	●	+	+	+	+	+	+
Microsoft Defender for Endpoint Plan 2	+	●	+	+	+	+	+	+
Premium Assessments add-on for Compliance Manager ⁶	+	+	+	+	+	+	+	+
Priva Privacy Risk Management	+	+	+	+	+	N/A	N/A	N/A
Priva Subject Rights Requests	+	+	+	+	+	N/A	N/A	N/A
Compliance Program for Microsoft Cloud	+	+	+	+	+	N/A	N/A	N/A
Microsoft Purview Data Loss Prevention (for email and files)	●	●	+	●	●	N/A	+	+
Exchange Archiving	●	●	+	●	●	N/A	+	+
Azure Active Directory Premium Plan 1	●	●	+	+	+	●	●	+
Azure Active Directory Premium Plan 2	+	●	+	+	+	+	+	+
Microsoft Intune	●	●	+	+	+	●	●	+
10-year Audit Log Retention	N/A	+	N/A	N/A	+	N/A	N/A	N/A
Microsoft Endpoint Manager Remote Help	+	+	⁷	⁷	⁷	+	+	⁷

¹ Requires EMS E3 or Azure Information Protection Plan 1 standalone.

² Office 365 E5 includes the DLP for Teams chat, Rules-based auto classification, advanced Information Governance, Advanced Message Encryption, and Customer Key value of Microsoft 365 E5 Information Protection and Governance but does not include Microsoft Defender for Cloud Apps or Machine Learning-based auto classification.

³ Office 365 E5 includes the Communication Compliance, Information Barriers, Customer Lockbox, and Privileged Access Management value of M365 E5 Insider Risk Management but does not include the full Insider Risk Management solution.

⁴ Requires EMS E3 (K).

⁵ Requires Microsoft Defender for Cloud Apps.

⁶ [Find details on available assessments.](#)

⁷ Requires Microsoft Intune.



Add-on licenses

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Information Worker Plans					Frontline Worker Plans		
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E3	E5	E1	E3	E5	F1	F3	F3

Teams Services¹

Audio Conferencing with Dial Out to US and Canada ²	+	N/A	+	+	N/A	+	+	+
Extended Dial Out Minutes to US and Canada	+ ³	+	+ ³	+ ³	+	+ ³	+ ³	+ ³
Teams Phone	+	●	+	+	●	+	+	+
Domestic Calling Plan	+ ⁴	+	+ ⁴	+ ⁴	+ ⁴	+ ⁴	+ ⁴	+ ⁴
Domestic Calling 240 Minute Plan	+ ⁴	+	+ ⁴	+ ⁴	+	+ ⁴	+ ⁴	+ ⁴
Domestic Calling 120 Minute Plan	+ ⁴	+	+ ⁴	+ ⁴	+	+ ⁴	+ ⁴	+ ⁴
Calling Plan Pay-as-you-go ⁵	+ ⁴	+	+ ⁴	+ ⁴	+	+ ⁴	+ ⁴	+ ⁴
International Calling Plan (includes Domestic Plan)	+ ⁴	+	+ ⁴	+ ⁴	+	+ ⁴	+ ⁴	+ ⁴
Teams Phone with Calling Plan ⁶	+	N/A ⁷	+	+	N/A ⁷	N/A	+	+

¹ Check country and region availability.

² Available to add at no-cost. Includes unlimited toll dial-in, 60 minutes/user/month dial-out to phone numbers in the US and Canada, and Operator Connect Conferencing.

³ Audio Conferencing (legacy), Audio Conferencing with Dial Out to Us and Canada, or Business Voice required.

⁴ Require Teams Phone.

⁵ Not available for purchase in the United States (including Puerto Rico).

⁶ Includes full Domestic Calling Plan.

⁷ Microsoft 365 E5 and Office 365 E5 include Teams Phone. Choose a Calling Plan to add calling minutes.

Microsoft Viva

Viva Topics	+	+	+	+	+	+	+	+
Viva Insights	+	+	+	+	+	+	+	+
Viva Learning	+	+	+	+	+	+	+	+
Viva suite	+	+	+	+	+	+	+	+
Viva suite with Glint add-on	+	+	+	+	+	+	+	+

Content Services

SharePoint Syntex	+	+	+	+	+	+	+	+
Extra Graph Connector Capacity	+	+	N/A	+	+	N/A	N/A	N/A

Storage

Office 365 Extra File Storage	+	+	+	+	+	+	+	+
eDiscovery Storage	+	+	+	+	+	+	+	+



Add-on licenses

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Power Platform

Power BI Pro	+	●	+	+	●	+	+	+
Power BI Premium	+	+	+	+	+	+	+	+
Power Apps per-app (1 app/user/month)	+	+	+	+	+	+	+	+
Power Apps per-user (unlimited apps/user/month)	+	+	+	+	+	+	+	+
Power Automate per-user (unlimited flows + 5K AI Builder credits/user/month)	+	+	+	+	+	+	+	+
Power Automate per-user w/ Unattended RPA (unlimited flows + 5K AI Builder credits/user/month)	+	+	+	+	+	+	+	+
Power Automate per-flow (5 flows/month for unlimited users) ¹	+	+	+	+	+	+	+	+
Power Apps per app pay-as-you-go	+	+	+	+	+	+	+	+
Dataverse-Database Capacity-Data Stored-1 GB	+	+	+	+	+	+	+	+
Dataverse-File Capacity-Data Stored-10 GB	+	+	+	+	+	+	+	+
Dataverse-Log Capacity-Data Stored-1 GB	+	+	+	+	+	+	+	+

¹Initial minimum purchase requirement of 5 licenses.

Other

Scheduler ¹	+	+	+	+	+	N/A	N/A	N/A
Universal Print Volume Add-on (500 print jobs) ²	+	+	N/A	N/A	N/A	N/A	+	N/A
High Efficiency Video Codec (HEVC) ²	+	+	N/A	N/A	N/A	N/A	+	N/A

¹ Only meeting organizers require a Scheduler license. Meeting attendees can be anyone with an email address (internal/external) and do not need to be licensed.

² Universal Print and HEVC require Windows. Plans that do not include Windows licenses are marked as "N/A".