



LAUSD migration to Office 365

What is Microsoft Office 365?

Microsoft Office 365 is a subscription-based office software and services suite hosted online in the cloud which offers access to various services and software built around the Microsoft Office platform.

What is the cloud?

"The cloud" can simply be described as a metaphor for the Internet. Applications and services hosted in the cloud are all accessible via the Internet and the data stored is held in a remote location. As such, cloud based applications and services can be accessed from anywhere in the world from a multitude of devices such as desktop computers, laptops, tablets and other mobile devices.

What are the primary benefits of Office 365?

Since Office 365 is a cloud-based service, companies no longer have to worry about maintaining servers, performing upgrades, or the operating costs of doing so. Furthermore, Office 365 allows end users to access their contacts, e-mails, calendars and documents from anywhere in the world and on virtually any device. Moving to a new cloud-based system will enable LAUSD employees to have a wider range of functionality (e.g. larger mailbox and online file storage space) while saving a significant amount of operations expense.

What services and features of Office 365 will be made available to LAUSD employees?

The services and features offered will be specifically related to Office 365's cloud based email service, otherwise known as Exchange Online. Exchange Online will essentially be the service that provides access to your mailbox, which includes all your emails, attachments, calendar items, contacts and tasks.

Can you tell me more about Exchange Online?

Exchange Online is Microsoft's cloud email service that's based on the latest mail server technology. Mailboxes are stored in large secure data centers which are connected to the Internet (otherwise known as "the cloud"). The key features provided include:

- **Large mailboxes:** You will receive up to 50 GB of mailbox storage and can send messages that are up to 25 MB in size.
- **Outlook Support:** You will be able to continue to use Microsoft Outlook in order to access your mailbox after it is migrated to Exchange Online.
- **Access anywhere:** You will be able to access your mailbox anywhere in the world (with the provision you have an Internet connection).
- **Web-based access:** Outlook Web App will provide a premium Web browser-based experience that will match the look and feel of the full Microsoft Outlook client.
- **Mobile access:** Access to your mailbox will be made available to mobile devices from manufacturers such as Apple iPhone, BlackBerry, Android and Windows Phone.