

Selling Microsoft 365 and Surface to SMB customers with an industry approach

FY22

Introducing MW Industry selling for SMB

This document aims to give an overview of the SMB market in Western Europe, deep diving into its wide variety of industries. The main objective is to point out key industry needs and address the best Modern Work + Security solutions to support in the selling process of Microsoft 365 and Surface.

Sections

Microso

Modern Work + Security for Business

We will first introduce Microsoft concept of Modern Work+Security, to give an overview of the main features and solutions for productivity and cybersecurity within Microsoft 365 for Business and Surface devices.

Microsof

SMB Landscape Industry perspective

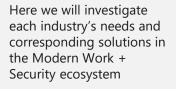
Then we will have an overview of the SMB Landscape, figuring out the main characteristics of the SMB market in Europe and draw a picture of the main industries that are comprised in this large segment.















Modern Work + Security for Business

"We've seen two years' worth of digital transformation in two months. From remote teamwork and learning, to sales and customer service, to critical cloud infrastructure and security—we are working alongside customers every day to help them adapt and stay open for business in a world of remote everything."

Satya Nadella, April 30, 2020

Microsoft Modern Work + Security

Microsoft can help with solutions and concepts that empower employees, enable teamwork, and transform how organizations compete, comply with regulations, and deliver customer experiences. In this sense, the "modern workplace" is intended as a secure and integrated environment that unlocks teamwork and creativity in your organization through Microsoft 365.



Microsoft 365 is a cost-effective cloud solution for real-time collaboration and secure work from anywhere. People can use it to chat, call, host online meetings, and collaborate in real time for remote and onsite work. It includes Microsoft Teams, cloud storage, and familiar Office apps with advanced security options.



As organizations move to the cloud and mature in their cloud journey, they will have an opportunity to rethink current processes and the ways employees interact with technology. We have the opportunity to share the industry-specific and Frontline worker value the Surface portfolio offers.

© Microsoft Corporation
Microsoft 365



Microsoft 365 for Business

Microsoft 365 Portfolios

Start by identifying what type of customer you are talking to

	Consumer	For Home	Microsoft 365 Personal Microsoft 365 Family
	SMB (<300) ———————————————————————————————————	For Business	Microsoft 365 Business Basic Microsoft 365 Business Standard Microsoft 365 Business Premium
44	Frontline —	For Deskless	Microsoft 365 F1 Microsoft 365 F3
	Enterprise (>300)	For Enterprise	Office 365 E1 Office 365 E3 / EMS E3 / Windows E3 Office 365 E5 / EMS E5 / Windows E5 Microsoft 365 E3 Microsoft 365 E5
	Academic —	For Education	Microsoft 365 A1 Microsoft 365 A3 Microsoft 365 A5

Microsoft 365 for Business: SMB Hero SKUs

Microsoft 365 **Apps**

Desktop Applications (+OneDrive)















Microsoft 365 Business Basic

Cloud Services

















& Power Apps

Microsoft 365 Business Standard

Cloud Services Desktop Applications



Exchange





Sharepoint OneDrive









Word, Excel, PPT

Web versions of

Word, Excel, PPT





& Power Apps

Power Automate Bookings

Power Automate Bookings



Outlook





Excel



PowerPoint

PowerPoint



Publisher

Publisher



Access

Microsoft 365 **Business Premium**

Cloud Services

Desktop Applications

Advanced Security & Device Management

















& Power Apps





Outlook



Word











Endpoint



Information

Protection



Sharepoint OneDrive











Defender for

Conditional Access

Windows Virtual Defender Dsktp

Antivirus

@ Microsoft Corporation Microsoft 365

Personal and Organizational Productivity

With Microsoft 365 Business Basic & Microsoft 365 Business Standard

Teams	Chat, Meet, Call and Collaborate in a single app with Video conferencing, Screen sharing, Custom backgrounds, Together mode, File sharing and collaboration, Apps integration, Workflows automation and built-in Privacy & Security.	Shifts	The Shifts app in Microsoft Teams keeps Frontline Workers connected, using their mobile devices to manage schedules and keep in touch. Managers create, update, and manage shift schedules for teams. Employees view their upcoming shifts, see who else is scheduled for the day, request to swap or offer a shift, and request time off.
Bookings	Streamline appointment scheduling and management with an easy to customize tool. Help your staff stay on top of their schedule and avoid double-bookings. An easy to navigate webpage lets your customers find and book appointments around the clock.	Planner	Organize teamwork with intuitive, collaborative, visual task management. Create Kanban boards using content-rich task cards with files, checklists, labels, and more. Collaborate in Planner and Microsoft Teams and check visual status charts—all in the Microsoft cloud.
Forms	Collect data and make better decisions with an easy form to create polls, surveys and quizzes. Built-in AI provides smart recommendations to do the heavy lifting for you. Visualize data in seconds with powerful, real-time charts and automatically generated reports.	Power Automate & Power Apps	Include powerful workflow automation directly in your apps with a no-code approach that connects to hundreds of popular apps and services Build apps in hours -not months- that easily connect to data, use Excel-like expressions to add logic, and run on the web, iOS, and Android devices.
Insights	Work smarter with personal productivity insights with Insights by MyAnalytics. Don't miss any important emails or forget a commitment you made to your co-workers. Understand how you spend your day. Get reminded to set 1:1 meetings with your manager, direct reports, or other top collaborators and get notified if an upcoming meeting doesn't have a quorum	OneDrive	Enjoy 1TB storage per user to access and protect your business and school work with this intelligent files app. Share and collaborate from anywhere, on any device. Back up, protect and recover files from accidental deletes or malicious attacks

Security Features

In Microsoft 365 Business Premium



Endpoint Manager Gets endpoint security, device management, and intelligent cloud actions in a unified management platform with Microsoft Intune and Configuration Manager. Helps secure, deploy, and manage all users, apps, and devices without disruption to existing processes.



Defender Antivirus Microsoft Defender Antivirus is the next-generation protection component of Microsoft Defender Advanced Threat Protection (Microsoft Defender ATP). Next-generation protection brings together machine learning, big-data analysis, in-depth threat resistance research, and the Microsoft cloud infrastructure to protect devices in your enterprise organization.



Information Protection Azure Information Protection for Microsoft 365 protects important information from unauthorized access, enforces policies that improve data security, and helps enable secure collaboration.



Defender for O365

Microsoft Defender for Office 365 safeguards your organization against malicious threats posed by email messages, links (URLs), and collaboration tools.



Conditional Access Conditional Access is a capability of Azure Active Directory that enables you to enforce controls on the access to apps in your environment, all based on specific conditions and managed from a central location.



Cloud App Security Identify and combat cyberthreats across all your cloud services with Microsoft Cloud App Security, a cloud access security broker (CASB) that provides multifunction visibility, control over data travel, and sophisticated analytics.



Virtual Desktop

Access Windows 10 desktops on any device, from anywhere. Provide employees the best virtualized experience with the only solution fully optimized for Windows 10 and Office 365

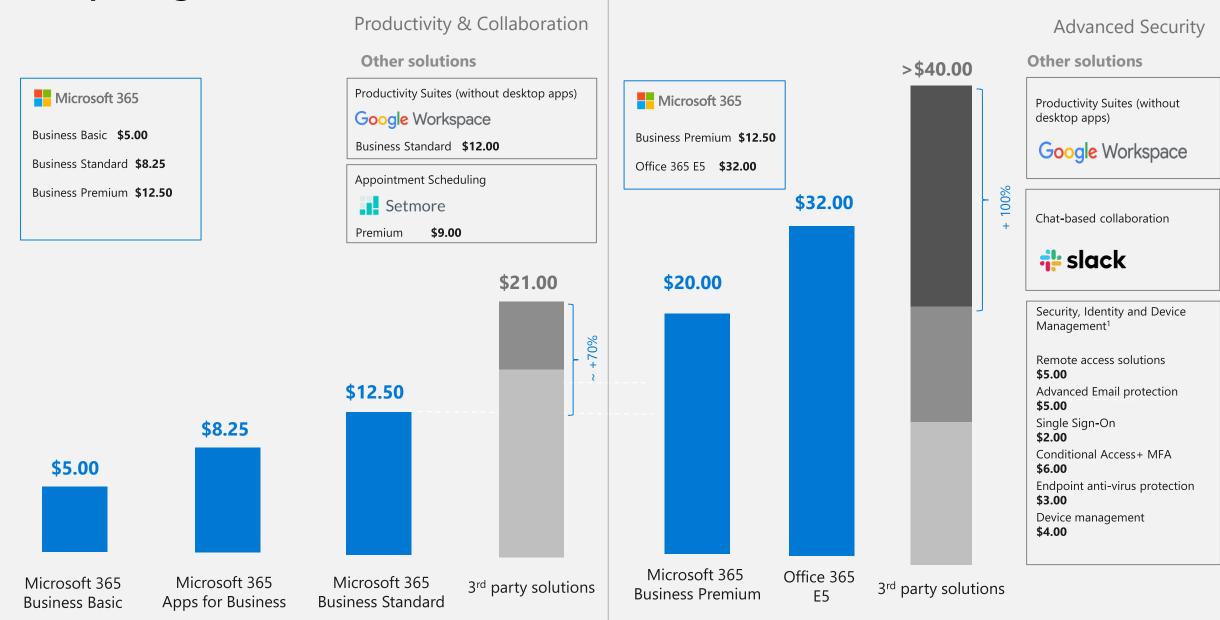
Microsoft 365 Upsell Scenarios | Business SKU Summary



M365 Business Premium					
From: Exchange Online (\$4)	From: M365 Business Basic (\$5)	From: M365 Apps (\$8.25)	From: M365 Business Standard (\$12.5)	From: Office 365 E3* (\$20)	
Create a hub for teamwork to connect with your teams and customers via chat, call or videoconference and collaborate. Access web versions of Office apps: Outlook, Word, Excel, PowerPoint, OneNote. Store and share files with 1 TB of file storage in the cloud per user. Co-author files in real time, auto-save to avoid loosing progress, keep backups and recover old versions when needed. Create simple forms, surveys and polls Manage tasks (personal/groups) and stay on track with Planner and its Teams integration Automate processes, develop apps without the need of coding skills	Al-infused desktop apps connected to cloud services. Always up-to-date. Install in up to 5 PCs/Macs, 5 tablets and 5 mobile devices concurrently Make amazing content with Editor, Designer, Tap, Presenter Coach Get work done faster with Dictation, Researcher, Insert Data from Picture Work together across apps with real-time Co-authoring, @mentions and Teams-Office apps integration Keep current always with Version History, Shared with Me, While You Were Away Draw visualized insights with New data	Host email (50GB mailbox) with your custom domain and stay on top of your email and calendar anywhere, on any device Create a hub for teamwork to connect with your teams and customers via chat, call or videoconference and collaborate Access web versions of Office apps: Outlook, Word, Excel, PowerPoint, OneNote. Easily create forms, surveys and polls Manage tasks (personal/groups) and stay on track with Planner and its Teams integration Automate processes, develop apps without the need of coding skills Streamline appointment scheduling and	Defend your business against advanced cyberthreats with sophisticated malware, phishing and ransomware protection. Control access to sensitive information using encryption, Conditional Access and self-password reset Protect your data from accidental or intentional leaks by restricting copy/paste/forward, Data Loss Prevention policies Secure devices that connect to your data and help keep iOS, Android, Windows, and Mac devices safe and up to date (MAM/MDM), remote wiping lost/stolen devices. Deploy Windows devices remotely with Autopilot	Defend your business against advanced cyberthreats with sophisticated malware, phishing and ransomware protection. Control access to sensitive information using encryption, Conditional Access and self-password reset Protect your data from accidental or intentional leaks by restricting copy/paste/forward, Data Loss Prevention policies Secure devices that connect to your data and help keep iOS, Android, Windows, an Mac devices safe and up to date (MAM/MDM), remote wiping lost/stolen devices. Deploy Windows devices remote with Autopilot	
	types, Ideas, XLOOKUP Streamline appointment scheduling and automatically track milage as you	automatically track milage as you drive	Get visibility and manage risk of cloud apps being used across your organisation Provide remote access to secure Virtual Windows Desktop environments	Get visibility and manage risk of cloud apps being used across your organisation Provide remote access to secure Virtual Windows Desktop environments	
To: Microsoft 265 Business Basic (\$5)	drive To: M265 Rucinoss Standard (\$12.5)	T M255 D : 61 1 (\$42.5)	To: M265 Rusiness Bramium (\$20)	To: M265 Rusinoss Promium (\$20)	

To: Microsoft 365 Business Basic (\$5)

Comparing solutions





Microsoft Surface

Surface for Business

The Surface for Business portfolio delivers experiences employees love with the choice and flexibility they need to work on their terms from anywhere, and independent of their needs.

Microsoft 365-powered Surface devices

Reduction in help-desk call times on Microsoft 365-powered Surface device deployments.

Saved per device on IT time to provision and deploy Surface devices, thanks to Microsoft Autopilot and Microsoft Endpoint Manager.

Agree Microsoft 365-powered Surface devices have helped their employees become more collaborative.



Surface devices for every role



Roaming customer service

- Branch work
- Nurses
- Shop floor operations
- Retail floor workers
- Students

Field servicer

- Mobile care workers
- Field technicians
- Case workers
- First responders
- Facilities operators

Mobile sales representatives

- Pharmaceutical sales reps
- Assistant district attorneys

Customer relationship managers

- Wealth advisors
- Insurance adjustors
- Physicians
- Retail store managers
- · Athletics directors

Information workers

- Sr. managers
- Consultants
- Office workers

Executives

- Financial directors
- Legislative staff
- Principals
- School admins
- Professors

Engineers, designers, researchers

- Investment analysts
- Product designers



Surface Pro X

With LTE Advanced Pro

Surface Pro 7+

Available with LTE Advanced



Surface Book 3



Surface Hub 2S

Surface for Business devices

A broad portfolio of devices that employees love and businesses trust



Surface Duo

The most productive device that fits in the pocket, opening into the thinnest mobile device on the market.

Perfect for mobile browsing, note taking, mail, calendar, and collaboration experiences.



Surface Go

Portable power

For those who want to bring **the best of Microsoft to life** on our smallest, lightest Surface yet



Surface Pro
Ultra-light and versatile

For those who want the ultimate in versatility and mobility without

sacrificing performance



Surface Laptop

Style and speed

For those who want the laptop form factor, with the perfect balance of style, security, and manageability



Surface Book

Powerhouse performance

For those who want the ultimate in performance, plus versatility and innovative design on the go



Surface Studio

The ultimate creative studio

For those who want to combine the power of a desktop and the versatility of a drafting table to create the ultimate workspace



Surface Hub

Move beyond meetings, to true teaming

For teams that want the best way to **connect**, **create**, **and brainstorm with others** regardless of their location

Surface for Business devices

A broad portfolio of devices that employees love and businesses trust



Surface Go

Portable power

For those who want to bring **the best of Microsoft to life** on our smallest, lightest Surface yet



Surface Pro

Ultra-light and versatile

For those who want the **ultimate** in **versatility** and **mobility** without sacrificing performance



Surface Laptop

Style and speed

For those who want the **laptop form factor**, with the perfect balance of style, security, and manageability



Surface Book

Powerhouse performance

For those who want the **ultimate in performance**, plus versatility and innovative design on the go



Surface Laptop Go

The new stylish, ultra-portable Surface laptop at an affordable price.

Just right for those looking for simplicity without compromise and a seamless, secure computing experience.



Surface Duo

The most productive device that fits in the pocket, opening into the thinnest mobile device on the market.

Perfect for mobile browsing, note taking, mail, calendar, and collaboration experiences.



Surface Studio

The ultimate creative studio

For those who want to combine the **power of** a **desktop** and **the versatility of a drafting table** to create the ultimate workspace



Surface Hub

Move beyond meetings, to true teaming

For teams that want the best way to **connect, create,** and brainstorm with others regardless of their location



SMB Landscape Industry perspective

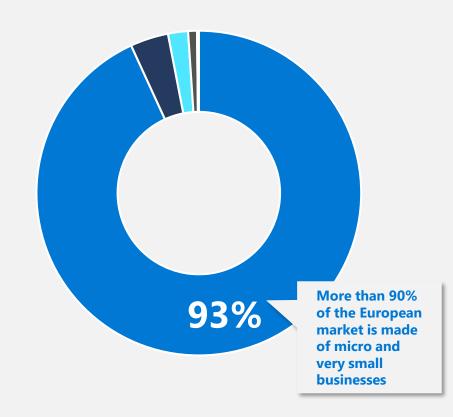
Small and medium-sized business are the heart of the EU economy

SMBs are at the heart of the economy. Microsoft considers small and medium-sized businesses (SMBs) to be companies with up to 300 people. SMBs make up over 90% of all companies, and account, on average, for 70% of total employment and 50% of GDP. *

As these businesses seek to reimagine productivity in an increasingly challenging environment, Microsoft 365 and Microsoft Teams can deliver a solution that helps them get work done and stay connected for secure remote and onsite work.

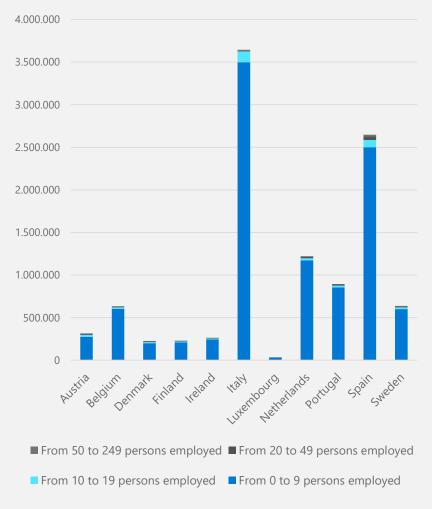
Source: *ICSB Annual Global Micro-, Small and Medium-Sized Enterprises Report, June 27, 2020

Number of enterprises per size in European Union - 27 countries (from 2020)



- From 0 to 9 persons employed
- From 20 to 49 persons employed From 50 to 249 persons employed
- 250 persons employed or more
- From 10 to 19 persons employed

Number of enterprises per size in Western Europe subsidiaries



Source: Eurostat, 2018 report

Latest trends in SMBs



Moving to remote work

In the last several months, many businesses have experienced a rapid— and abrupt—digital transformation. As a result, many have closed their physical offices, and 76% of US SMBs have adapted to remote work. As companies gradually recover, they will need continued flexibility to navigate both remote and onsite operations.

Source: AMI | Business Survey 2020: the impact of COVID-19 on SMBs in the USA - June 2020; 2. McKinsey, Analysys Mason; 3 Harvard Business School Survey;



Increasing IT investments

As SMBs strive to work from anywhere while protecting their devices and data, they are seeing the need to increase their IT investments in security and other areas. As they transition to remote work, SMBs are expected to boost security spending by 11% over the next year. 4 Likewise, SMBs are searching for ways to simplify IT complexity as they struggle to manage multiple online tools.

Source: The impact of COVID-19 on SMB ICT demand - March 2020;



Defending against security attacks

Our research shows that 50% of small businesses have experienced an attack in the past year.6 Moreover, most say cyberattacks against their organizations are severe and sophisticated. 7 The average cost of a security hack for SMBs is \$149K.

Source: US and Canada avg recovery costs, Kaspersky Lab Report 2018



Embracing new collaboration tools

Videoconferencing tools are playing an increased role as SMBs seek to maintain productivity, collaborate efficiently, and improve business agility. As they adjust to the new reality, video collaboration is expected to surge by 184%.

Source: Techaisle | US SMB and Midmarket video collaboration adoption - March 2020

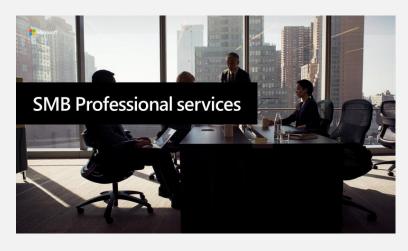
Industry profiles in WE SMB

Industry	Core business	Profile	Channels
Retail	They sell physical goods (food, beverages, textiles, etc.).	They run small/medium stores in the center or suburbs of towns. They might have an e-commerce. In some cases, they might have only an online store with no physical location or only pop-up stores, and in some cases only physical locations without online stores.	They typically have a "one to one" approach to customers, based on trust and word of mouth if they rely on physical stores. If their main business is through e-commerce, they may rely heavily on digital marketing to drive sales. They also handle customer data and credit card information (GDPR) on a daily basis.
Manufacturing	They produce (from raw materials to physical goods) or construct (buildings, vehicles, etc.).	Small and medium manufacturing businesses typically have a mix of information and frontline workers that may have different needs in terms of communication, collaboration and productivity. The frontline workers tend to use a mobile phone as their main device, and work in teams of people with different shifts, on projects that may require cross team collaboration. The information workers usually have both a phone and a PC, but rely on the PC as the main device.	They often sell to business clients more often than consumers. They might use different channels to reach the market (physically and digitally) and they also need to manage supply chain management and logistics.
Professional Services	They support their customers providing them with specific consulting services (financial, economic, strategic, advocacy, etc.).	Can be small or medium consulting firms / lawyers / accountants. Their relationship with customers is strongly based on trust and professionality, and they usually manage sensitive customer data. Collaboration with colleagues and across different teams in real time is a key need.	They have a trusted approach to customers, with one-to-one meetings (typically in presence). They handle customers' sensitive data on daily basis.
Hospitality	They offer accommodation and food services (i.e. restaurants/cafes and bars/ hostels and B&B)	Small (often family-run) businesses dedicated to hospitality. Can be restaurants / cafes and bars/ hostels and B&B, where people meet and enjoy leisure time. They typically have a website where customers might be able to book appointments, or they rely fully on telephony bookings. Majority of employees are frontline workers, relying on their mobile phones and main considerations are communication and shift management. Some companies may also have to consider the security aspect, if they handle customer data and confidential business information.	They typically leverage on third party platforms to reach new customers (such as TheFork, Deliveroo, AirBnB, Booking, etc.).
Healthcare	Specialized doctors running their own studio	Offer health services such as dentists, psychologists, dermatologists, gynecologists, etc. They typically run small or medium studios with other colleagues such nurses and receptionists. Managing customer appointments is a key day to day task, and they would often benefit from the ability of handling customer bookings via their website, and even online customer consultations. May have to comply with regulations beyond GDPR, such as HIPAA.	They have a very strong relationship with customers based con trust and professionality. Promotion typically happens via word of mouth.

How can Microsoft MW solutions help SMBs to improve their performances and support their growth?











SMB
Customer Stories



SMB Retail

Customer Profile



Andy, 34 years old. He runs a small online grocery store. "We sell fresh fruits and vegetables online offering delivery service."

Specific needs

Plan purchases and seasonal

offerings

Update shared documents with the rest of team

Easily keep track of costs and revenues

Enable customers to schedule their deliveries and keep track of delivery plan for the week

Manage teammates work-shifts Manage customers' personal data in a safe environment (credit cards number, phone number, personal address of customers, etc...)

• They have a 100% digital presence and use and online store to sell

• They reach customers via digital marketing strategies, on Social Media or other platforms (ie. ecommerce, marketplaces, etc.)

• They need to work in team to deliver success and customer satisfaction

• They have to manage logistics and online deliveries of physical products they sell

• Stay in touch with suppliers and collaborators

• Handle sesitive data given through customers registration and purchase through the online store (credit cards, personal email, phone number, etc..)

Exchange Teams Email

Keep in

suppliers

touch

with

Sharepoint Forms

M365 Business Basic

Stay in touch with the

rest of the team and

deliveries in real time

send updates on





& Power Apps







Word





PowerPoint Publisher Access





Bookings Shifts











Information Conditiona Windows Defender Defender





Cloud

App

Security

M365 Business Standard

M365 Business Premium

M365 Apps

Protection | Access Virtual Dsktp Antivirus for O365

Recommended M365 SKUs for SMB Retailers

Microsoft 365 Business Basic













Word, Excel, PPT







Cloud Services

Host email with a 50 GB mailbox and custom email domain address.

- Create a hub for teamwork to connect your teams with Microsoft Teams.
- Access web versions of Office apps: Outlook, Word, Excel, PowerPoint, OneNote (plus Access and Publisher for PC only).
- Store and share files with 1 TB of OneDrive cloud storage per user.
- Host online meetings and video conferencing for up to 300 users.
- Get help anytime with around-the-clock phone and web support from Microsoft.

Compatible with Windows 10, Windows 8.1, Windows 7 Service Pack 1, and the two most recent versions of macOS. All languages included.

\$5.00 user/month

*Pricing referred to annual commitment

Entry SKU

Good **entry SKU** for retailers who are just starting their digitization journey and don't have to manage personal data online (no ecommerce)

Upsell SKU

Best in-class solution for those retailers who manage an e-commerce handling customer's personal data in an online environment.

Microsoft 365 **Business Premium**

Cloud Services

Desktop Applications

Advanced Security & Device Management





















& Power Apps

Power Automate Bookings





Outlook





Word





PowerPoint







OneDrive





Word, Excel, PPT

\$20.00 user/month

*Pricing referred to annual commitment



Conditional

Sharepoint

Windows Virtual

Microsoft 365 for SMB Retail

Employee experience and productivity



Connect employees to your brand

Incorporate all employees, from shop floor to top floor, into the company mission



Recognize employee contributions and value

Celebrate excellence and achievements across the organization



Connect employees across the organization

Create communities of common needs and interests in a digital feedback loop



Empower diverse workforces

Give multi-cultural and multi-lingual FLW the tools needed to thrive

Drive closed-loop teamwork



Connect disparate teams

Eliminate silos and enable collaboration between teams



Communicate from the ground up

Enable instant connections from the store floor to management



Communicate from the top down

Make it easier to spread messages down across the stores



Transact from anywhere

Provide associates with the ability to service customers wherever they are

Security, Compliance and Data



Regulate on-clock time and conditional access

Give employees access only to what they need, when they need it



Secure your endpoints and prevent data loss

Encrypt employee and customer data and technology



Implement persona-specific policy

Achieve large-scale efficiency and optimization

Microsoft 365 for SMB Retail

Learning and Growth Opportunities



Onboard employees quickly and efficiently

Digitize resources in a single hub to streamline onboarding, training, and knowledge sharing



Enable continuous learning on the sales floor

Upskill associates with on-the-job learning and development tools



Answer questions quickly

Give employees access to realtime assistance and support



Enable employee growth opportunities

Accelerate career paths by encouraging employee up-skilling

Digitize shift and task management



Facilitating flexible scheduling

Empower employees to digitally access and update shifts



Maintaining full coverage across shifts

Collaborate quickly with workers to ensure every shift is covered



Incentivizing inconvenient shifts

Give managers the ability to quickly configure staffing incentives

Digitization of automation and processes



React Quickly

Rapidly assess and address pressing issues

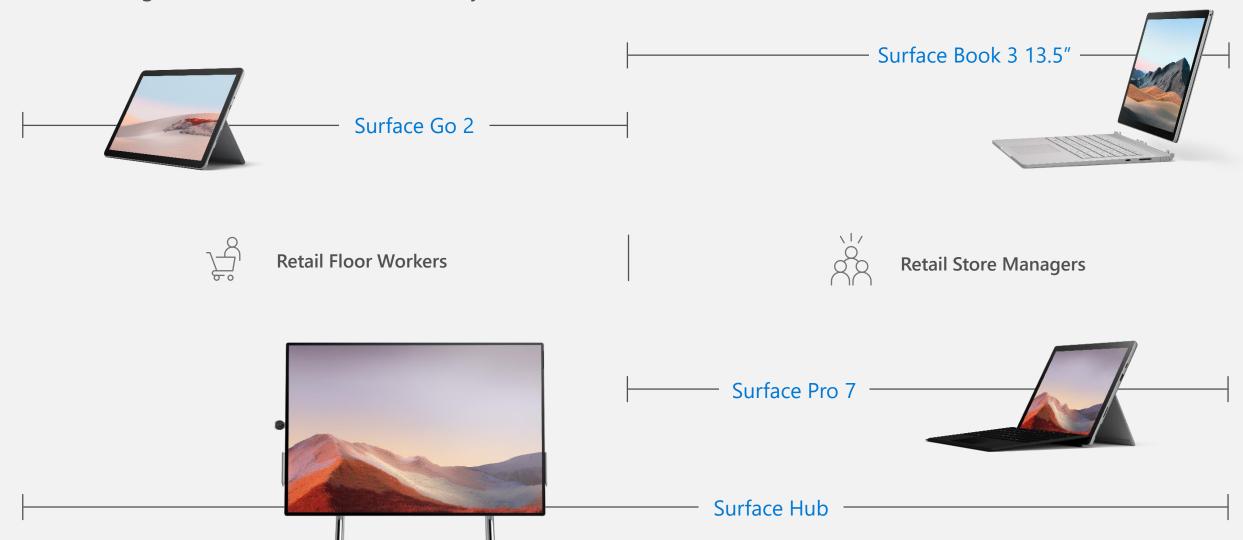


Streamlined communications

Enable teams to track critical objectives, milestones, and timelines

Surface for SMB Retail

Delivering value across the retail industry



Surface for SMB Retail



Retail Floor Workers

Raising the bar for customer service

Challenges

As the face of the business, retail floor workers confront many challenges on a day-to-day basis including:

- Having access to the right information on the retail floor
- Being armed with the necessary resources to help customers find exactly what they need
- Keeping heavy legacy point-of-sale (POS) apps running quickly and smoothly
- Carrying around bulky devices all day

The ideal device

To keep up with their various requirements, Retail Floor Workers need devices that:

- Meet the performance requirements of their line-of-business (LOB) apps
- Are portable and easy to use
- Can be used all day without running out of battery or losing a connection
- Provide customers with an intuitive searching and transacting experience



Retail Store Managers

· Managing the back-end and ensuring operational success

Challenges

Whether in the warehouse, back office, or on the floor, retail store managers face several challenges including:

- Carrying bulky devices and inventory lists between the back office and retail floor
- Staying productive while constantly on the go
- Maintaining performance for compute-intensive LOB apps

The ideal device

To ensure they best fulfill their job responsibilities, retail store managers require devices that:

- Are adaptable and can be used as full-fidelity PCs or tablets
- Have the performance capabilities to run multiple demanding apps concurrently
- Seamlessly integrate with external displays or scanning devices
- Can survive a fall



SMB Manufacturing

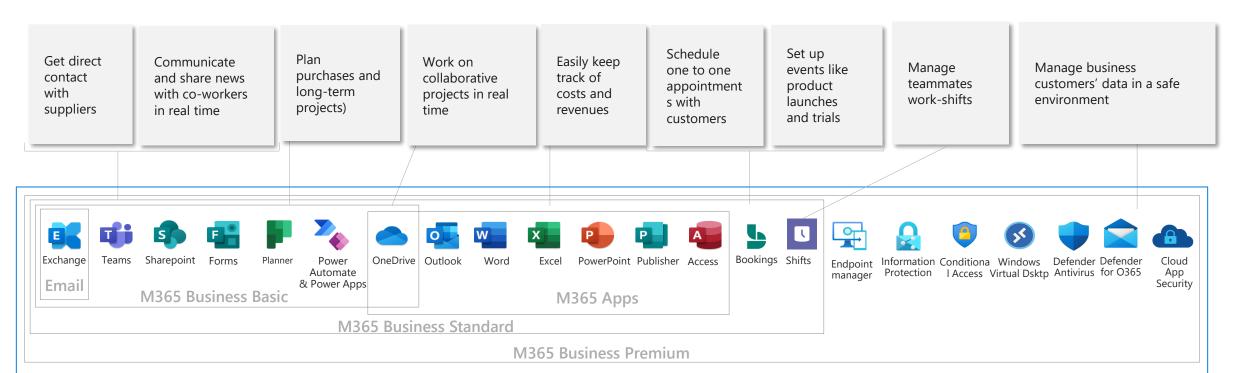
Customer Profile



Denis, 32 years old. She runs a startup producing hand made jewelry. "We create precious artifacts and sell to final consumers through a wide net of partners."

- · They work in teams of people with different shifts to be managed
- · They work on long term projects with collaborators in different locations
- · They have to manage relationships both with suppliers and business customers
- · They handle business customers data
- · They need to manage supply chain and logistics

Specific needs



Recommended M365 SKUs for SMB Manufacturing

Microsoft 365 Business Standard

Cloud Services + Desktop Applications













Word, Excel, PPT





& Power Apps















Get desktop versions of Office apps: Outlook, Word, Excel, PowerPoint, OneNote (plus Access and Publisher for PC only).

- Host email with a 50 GB mailbox and custom email domain.
- Create a hub for teamwork with Microsoft Teams.
- Store and share files with 1 TB of OneDrive cloud storage per user.
- Use one license to cover fully installed, Office apps on five mobile devices, five tablets, and five PCs or Macs per user.
- Get help anytime with around-the-clock phone and web support from Microsoft.

Compatible with Windows 10, Windows 8.1, Windows 7 Service Pack 1, and the two most recent versions of macOS. All languages included.

Entry SKU

\$12.50 user/month

*Pricing referred to annual commitment

For manufacturers who work with **external** collaborators on shared documents and need to manage appointments with suppliers, M365 BS offers desktop version of Office apps and Microsoft Bookings integrated in Teams.

Upsell SKU

Best in-class solution for those manufacturers who manage suppliers and/or customers' sensitive data in an online environment.

Microsoft 365 **Business Premium**

Cloud Services

Desktop Applications

Advanced Security & Device Management









OneDrive









& Power Apps



Power Automate Bookings







Word



Excel



PowerPoint



Publisher





Sharepoint





Web versions of

Word, Excel, PPT





\$20.00 user/month

*Pricing referred to annual commitment



Information

Conditional

Access

Microsoft 365 for SMB Manufacturing

Remote work and productivity



Creating meaningful connections

Provide all employees with visibility into company strategy



Recognizing employee contributions

Celebrate excellence and achievements across the organization



Centralizing resources

Improve access to critical training and reference materials



Streamlining training

Establish more efficient and effective training processes



Enhancing collaboration

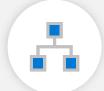
Facilitate real-time communication within the factory

Connected and frontline workers



Returning to work safely

Promote safe work environments with intelligent tools



Connecting disparate teams

Eliminate silos and enable collaboration between teams



Sharing insights

Create connections from the shop floor to the top floor



Enhancing field service

Increase service efficiency and customer satisfaction



Facilitating troubleshooting

Empower maintenance technicians to deliver a first-time fix

Process and workflow automation



Anticipating issues

Adopt a proactive approach to equipment maintenance



Efficiently managing workflows

Empower teams to track critical objectives and milestones



Reacting quickly

Rapidly respond to issues to save time and reduce costs



Automating business processes

Eliminate manual processes to improve productivity and quality



Driving visibility

Empower employees to make better decisions in real-time

Surface for SMB Manufacturing

Delivering value across the manufacturing industry





Product Engineers



Field Technicians



Shop Floor Operators



Mobile Sales Reps



─ Surface Book 3 15" ─



Surface Hub

Surface for SMB Manufacturing



Product engineers

· Inspiring innovation in product design

Challenges

Product engineers face several challenges in their roles including:

- Modifying product designs for iterative and custom requests
- Running and manipulating large CAD and CAM files
- Working in a mode that inspires creativity and productivity

The ideal device

To unlock their creative vision, they need devices that:

- Allow to visualize results in meticulous detail
- Can run compute-intensive workloads
- Integrate with tools that augment creativity
- Adapt to the company's unique processes



Field technicians

Providing next-level services

Challenges

Technicians face several challenges in their roles as a field technician including:

- Protecting their device from accidental damage
- Continuous remote work
- Long-distance travel
- Accessing critical documents from anywhere
- Connecting with colleagues and clients remotely

The ideal device

To ensure they deliver the best service possible, they need a device that:

- Is lightweight, durable, and easy to carry with other tools
- Enables them to connect to the internet without Wi-Fi
- Can capture onsite photos in high definition and allow them to annotate on them directly
- Can keep pace with them all day

Surface for SMB Manufacturing



Shop floor operators

Keep production going

Challenges

Operators face a multitude of challenges in their day-to-day including:

- Managing the supply chain
- Moving around the shop floor continuously
- Tracking inventory and ensuring high quality
- Working with machinery, sensors, and other devices

The ideal device

To keep things running smoothly, operators need devices that:

- Are lightweight and portable
- Have long battery life and are durable
- Possess versatile work mode capabilities
- Can capture photos in high definition and allow for direct markup



Mobile sales reps

Providing customers with the best products and services

Challenges

As a mobile sales representative, they face several challenges in her role including:

- Keeping up-to-date on new products and trends
- Staying connected to their email and calendar on the go
- Using convincing content to persuade customers to buy
- Working with teammates remotely

The ideal device

To manage their busy schedule, sales reps need a device that:

- Remains connected to a network at all times
- Is lightweight but powerful enough to run CAD visualizations and 3D models
- Allows them to capture signatures on the spot
- Represents them and their company well

Surface for SMB Manufacturing



Manufacturing teams

· Working together to improve production

Challenges

Manufacturing personnel face challenges including:

- Connecting with colleagues in facilities in disparate locations
- Modernizing manufacturing processes and keeping employees safe
- Collaborating on business development plans and documents
- Presenting sales results on a screen viewable for large groups

The ideal device

To work more effectively, teams need a device that:

- Enables video conferencing over an internet connection
- A beautiful device that will leave a lasting impression
- Has real-time pen and inking capabilities to ideate or markup Office 365 documents
- Delivers 4K quality for crystal-clear viewing



SMB Professional Services

Customer Profile



Sam, 27 years old. She owns a small lawyer firm. "I work in a highly regulated market and clients' data security should be the main priority."

• They operate in a highly regulated market

- · They have a strong relationship with their clients, based on trust and professionality
- · They often communicate with their clients via email, handling sensitive information
- They need to share sensitive documents inside (with the rest of the team) or outside their organization (towards customers or external collaborators)
- · They manage very long-term projects
- It might happen that they need to work from outside their office (meet the client and work aside him, after hours meetings)

Specific needs

Work from Collaborate on Book Manage time Present project Communicate Plan long term different Manage sensitive data preserving appointments with coshared briefs and prepare and activities/project clients' privacy and infromation spots to and schedule colleague's materials for internal workers in documents, in s with the team security + managing compliance support work-shifts total security / external use time with clients real time clients **Bookings Shifts** Exchange Teams Sharepoint Forms OneDrive Outlook Word PowerPoint Publisher Access Cloud Power Information Conditiona Windows Defender Defender Protection | Access Virtual Dsktp Antivirus for O365 Automate App & Power Apps Security Email M365 Business Basic M365 Apps M365 Business Standard M365 Business Premium

Recommended M365 SKUs for SMB Professionals

Microsoft 365 **Business Premium**

Applications, Advanced Security & **Device Management**















& Power Apps

















Cloud Services, Desktop





Protection









Antivirus









- Stay up to date with the latest versions of Word, Excel, PowerPoint, and more.
- Connect with customers and coworkers using Outlook, Exchange, and Teams.
- Manage your files from anywhere with 1 TB of cloud storage on OneDrive per user.
- Defend your business against advanced cyberthreats with sophisticated phishing and ransomware protection.
- Control access to sensitive information using encryption to help keep data from being accidentally shared.
- Secure devices that connect to your data and help keep iOS, Android, Windows, and Mac devices safe and up to date.

Compatible with Windows 10 Pro. Some management features are not supported in Windows Home. All languages included.

\$20.00 user/month

*Pricing referred to annual commitment

Best in-class solution for SMBs working in highly regulated markets and managing clients' sensitive data in an online environment

Upsell SKU

For those SMB customers working with strong compliance restrictions and handling highly sensitive data, Office 365 E5 might be the best integrated solution for productivity, advanced security and compliance services.

Office 365 **E5**

Cloud-based suite of productivity apps combined with advanced voice, analytics, security, and compliance services.



























PowerPoint Publisher









Delve My AnalyticsEnterprise



\$32.00 user/month

*Pricing referred to annual commitment



Teams

Sharepoint

Planner Power Automate OneDrive & Power Apps



Word





Phone System &









Manager Protection al Access Virtual Dsktp Antivirus







classificatio





Audio Conferencing

management

Microsoft 365 for SMB Professional Services

Enhance productivity



Collaborate with the team

Work on shared documents and make live changes together with colleagues in real time



Always gain access to the latest version

and if you might lose some pieces, view the chronology with elder versions of the document



Work from anywhere, on any devices

access documents with your identity and work on the Cloud



Take notes during meetings

and share them with your colleagues



Create trusted documents

Classify your documents by adding sensitivity lables

Stay connected and up to date



Keep in touch with the rest of the team

from anywhere at anytime, thanks to Outlook email and instant messaging service provided by Teams platform



Easily set up meetings with clients

Teams integrated with Outlook calendar helps to set up instant meetings with customers and collaborators



Mobile optimized advanced emails and Office apps

read your emails and manage appointments wherever you are, from smartphones and tablets.



Professional email and business card on the web and can help convey professionalism, reliability and credibility online

Keep safe and compliant



Share documents in total security both inside and outside the organization



Scan emails and attachments

keeping data safe from malicious attacks, spam, malware, and known threats with Exchange Online Protection



Identity based access on any devices

to make collaboration smarter and safer



Compliance with industry sector regulations

easily implement compliance regulations within your organization

Surface for SMB Professional Services

Delivering value across services organizations



Surface Hub 2S

Surface for SMB Professional Services



Professional workers



· Providing a more personal customer experience

Challenges

In a client-facing position, professional workers such as Bank Tellers and Lawyers face a few challenges in their role including:

- Providing a personalized experience for customers
- Communicating information and promotions clearly
- Making a good impression on new and existing clients

The ideal device

To ensure they delivers the best possible experience, professional workers use a **Surface Go 2 or Surface Pro 7+** device that:

- Has a high-resolution screen
- Leaves a lasting impact and projects a premium image
- Is lightweight and compact enough to carry all day but powerful enough to run the apps he relies on
- Has a long-lasting battery

· Helping clients plan their futures

Challenges

Busy advisors face several challenges in their day including:

- Collaborating with colleagues to determine the best financial plans for clients
- Staying productive when working remote or traveling to clients' locations
- · Making a good impression on new and existing clients

The ideal device

To ensure they deliver the best customer service, advisors use a **Surface Pro 7**+ device that can:

- Provide needed performance to run heavy softwares without sacrificing mobility
- Help them easily and securely connect with colleagues and clients, even when working remotely
- Project a premium image and leave a lasting impression

Surface for SMB Professional Services



Analysts

· Determining the best investments for success

Challenges

As specialists in their field, analysts face hurdles unique to their day-to-day including:

- · Identifying investments that yield optimal ROI
- Establishing well-researched advice and creating complex financial models
- Communicating investment plans to colleague and clients

The ideal device

To deliver the advice clients deserve, analysts use a **Surface Book 3** device that:

- Can handle the compute demands of the sophisticated software used by analysts daily
- Easily connects them to in-office and remote teammates
- Plugs into their existing displays and hardware seamlessly



Executives

· Providing leadership across teams

Challenges

Executives face challenges including:

- Overseeing the health of the business and well-being of clients
- Providing leadership across multi-functional teams
- Task and responsibility randomization
- Being a positive reflection of her organization's brand

The ideal device

To ensure they deliver the best leadership possible, executives use Surface devices that:

- Offers high-performance and collaborative capabilities
- Provides versatile modes to accommodate various work scenarios
- Helps him take advantage of the little moments in his day
- Projects a premium image
- Deliver enterprise-grade protection for sensitive data



SMB Hospitality

Customer Profile



Sarah, 39 years old. She runs a B&B in Amsterdam. "Our customers come from all over the world and sometimes it's hard to manage conversations with different time zones."

- They typically take room reservations via telephone (fixed number) and keep track of customers' bookings offline (ie. on a paper notebook)
- They also use third party platform as digital touchpoints to get in touch with new customers and take online reservation (ie. Booking, AirBnB, Trivago, etc.)
- · They might find it difficult to manage different touchpoints and channels
- · They often handle customers' personal data on their devices
- They need to manage waiters' and cleaning service timetables and coordinate with clients' check ins/ check outs

Specific needs

Get direct contact with collaborators (suppliers, employees, cleaning services)

Check clients' satisfaction with their stay

Plan cleanings, purchases and customers' holydays bookings (arrivals, check in, check out) Direct contact with customers, no matter the time-zones, for online bookings and sharing news/touristic tips

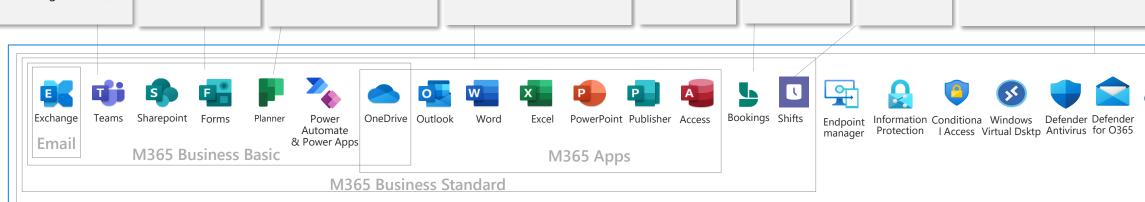
Easily keep track of costs and revenues Manage online reservations , check-ins and outs Manage coworkers' time shifts

Manage customers' personal data in a safe environment (credit cards number, phone number, personal address of customers, etc...)

Cloud

App

Security



M365 Business Premium

Recommended M365 SKUs for SMB Hospitality

Microsoft 365 Business Standard

Cloud Services + Desktop Applications









OneDrive



Word, Excel, PPT





& Power Apps













PowerPoint



Entry SKU

Get desktop versions of Office apps: Outlook, Word, Excel, PowerPoint, OneNote (plus Access and Publisher for PC only).

- Host email with a 50 GB mailbox and custom email domain.
- Create a hub for teamwork with Microsoft Teams.
- Store and share files with 1 TB of OneDrive cloud storage per user.
- Use one license to cover fully installed, Office apps on five mobile devices, five tablets, and five PCs or Macs per user.
- Get help anytime with around-the-clock phone and web support from Microsoft.

Compatible with Windows 10, Windows 8.1, Windows 7 Service Pack 1, and the two most recent versions of macOS. All languages included.

\$12.50 user/month

*Pricing referred to annual commitment

With desktop version of Office apps, Microsoft Forms to check customer's satisfaction and Microsoft Bookings integrated in Teams to manage reservations, this is the best entry SKU for hospitality industry.

Upsell SKU

For those SMB customers who manage personal data and sensitive **information** of their clients in an online environment. M365 BP offers strong protection from cyber threats.

Microsoft 365 **Business Premium**

Cloud Services

Desktop Applications

Advanced Security & Device Management







Sharepoint



OneDrive





Web versions of Word, Excel, PP1





& Power Apps



Power Automate Bookings











PowerPoint

















\$20.00 user/month

*Pricing referred to annual commitment



Manager

Conditional

Microsoft 365 for SMB Hospitality

Work smarter and easier



All in one app

Microsoft Teams brings together calling, chat, meetings, calendar, productivity tools



Answer questions quickly

Give employees access to realtime assistance and support



Easily book a room/a table

Scheduling reservations, moving or cancelling appointments is very easy with Booking



Manage employees shifts

Easily manage employees work shifts and stay up to date with changes and approval process



Ask for customers' feedback

Create surveys to collect customers feedbacks in few minutes

Keep customers and business data safe



Share data in total security

With Microsoft 365 advanced protection you can safely share sensitive documents and information, inside or outside the organization



Azure Active Directory

Enhance security, simplify access, and set smart policies with a single identity platform



Windows Information Protection

Protect enterprise apps and data against accidental data leaks on both enterprise and personal devices



Windows Defender

Protect against software threats and isolate enterprise-defined untrusted sites

All in one solution with Business Voice



Stay connected with a single phone number

Across your computer, mobile devices and desk phone.



Turn a chat into a call or a call into a group meeting without hanging up or re-dialing



Enjoy cloud calling features such as consultative transfers, music on hold, call park, voicemail transcription and more.



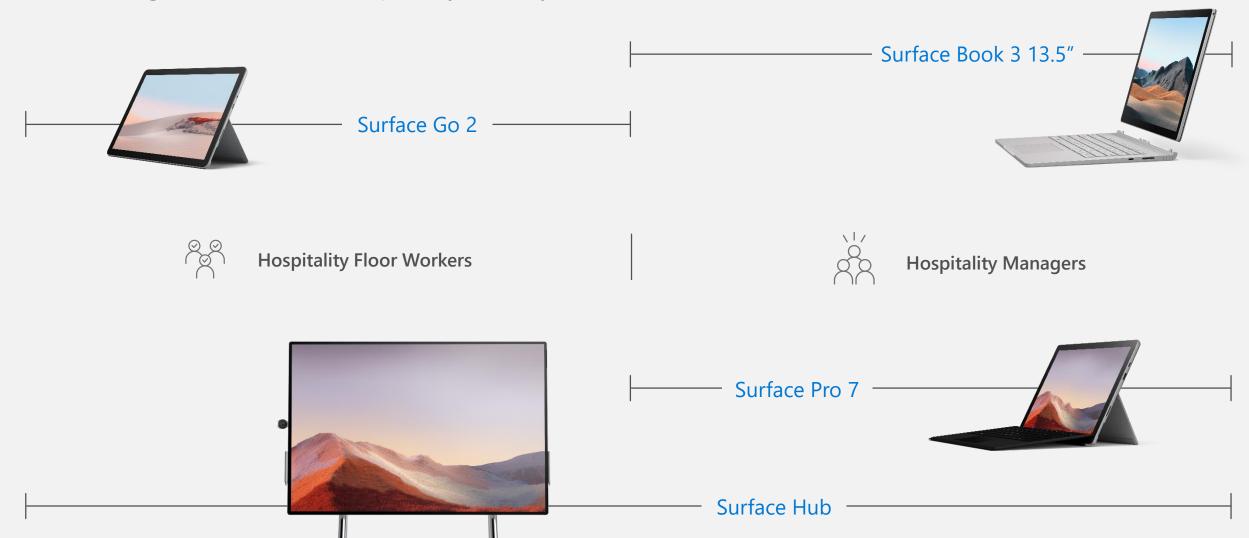
Monitor and resolve performance issues with the call analytics and the quality dashboard.



Save time and money with a single provider for all your communications.

Surface for SMB Hospitality

Delivering value across the hospitaluty industry



Surface for SMB Hospitality



Hospitality Floor Workers

· Transforming the guest experience

Challenges

As the face of the business, hospitality floor workers confront many challenges on a day-to-day basis including:

- Having access to the right information in real-time while facing guests
- Providing a personalized experience for each customer
- Keeping heavy legacy point-of-sale (POS) apps running quickly and smoothly
- Communicating information and promotions clearly

The ideal device

To keep up with their various requirements, Hospitality Floor Workers need devices that:

- Meet the performance requirements of their line-of-business (LOB) apps
- Is lightweight and compact enough to carry all day but powerful enough for all the role requirements
- Can be used all day without running out of battery or losing a connection
- Leaves a lasting impact and projects a premium image



Hospitality Managers

Empowering your workforce to deliver unforgettable experiences

Challenges

Whether in the warehouse, back office, or on the floor, hospitality managers face several challenges including:

- Overseeing the health of the business and well-being of guests
- Providing leadership across multi-functional teams
- Staying productive while constantly on the go
- Maintaining performance for compute-intensive LOB apps

The ideal device

To ensure they best fulfill their job responsibilities, retail store managers require devices that:

- Provides versatile modes to accommodate various work scenarios
- Have the performance capabilities to run multiple demanding apps concurrently
- Seamlessly integrate with external displays or scanning devices
- Projects a premium image
- Deliver enterprise-grade protection for sensitive data



SMB Healthcare

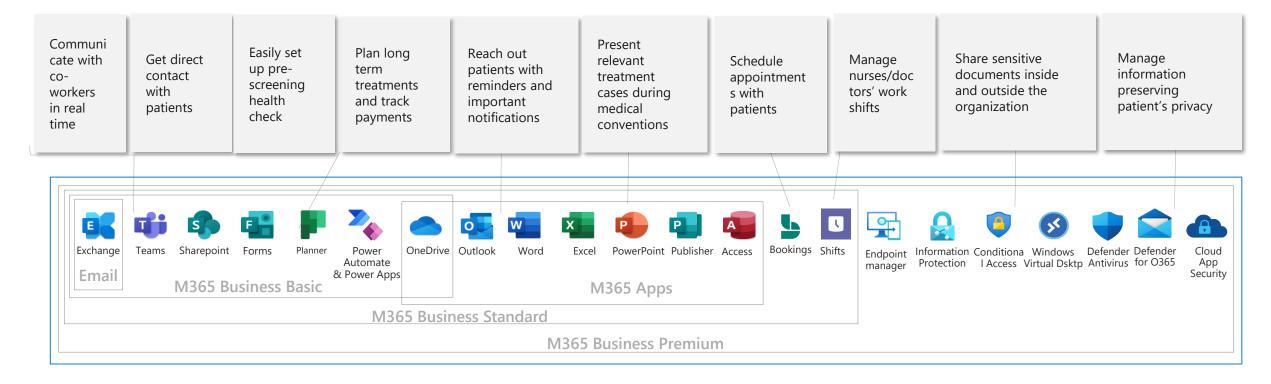
Customer Profile



Thom, 54 years old. He is a dentist running his own medical clinic. "It's hard to manage all our appointments. Sometimes our patients just forget of their appointment and don't show up at all."

- · They operate in a highly regulated market
- · They manage very sensitive data of their patients
- · They need to keep track of patients' appointments and contacts
- · They mainly take appointments via telephone (fixed number)
- · They have multiple suppliers to manage
- · They usually work on repetitive and long-term cures, payed in different tranches

Specific needs



Recommended M365 SKUs for SMB Healthcare

Microsoft 365 **Business Premium**

Applications, Advanced Security & **Device Management**















Power Automate Bookings & Power Apps













Cloud Services, Desktop





Protection







Antivirus



Web versions of Word, Excel, PPT







- Stay up to date with the latest versions of Word, Excel, PowerPoint, and more.
- Connect with customers and coworkers using Outlook, Exchange, and Teams.
- Manage your files from anywhere with 1 TB of cloud storage on OneDrive per user.
- Defend your business against advanced cyberthreats with sophisticated phishing and ransomware protection.
- Control access to sensitive information using encryption to help keep data from being accidentally shared.
- Secure devices that connect to your data and help keep iOS, Android, Windows, and Mac devices safe and up to date.

Compatible with Windows 10 Pro. Some management features are not supported in Windows Home. All languages included.

\$20.00 user/month

*Pricing referred to annual commitment

Best in-class solution for SMBs working in highly regulated markets and managing clients' sensitive data in an online environment.

Upsell SKU

For those SMB customers working with strong compliance restrictions and handling highly sensitive data, Office 365 E5 might be the best integrated solution for productivity, advanced security and compliance services.

Office 365 **E5**

Advanced voice, analytics, security, and compliance services



























PowerPoint Publisher









Delve My AnalyticsEnterprise

\$32.00 user/month

*Pricing referred to annual commitment



Teams

Sharepoint

Planner Power Automate OneDrive Outlook & Power Apps









Endpoint Information Condition Windows Manager Protection al Access Virtual Dsktp Antivirus

classificatio

for O365

Cloud App

Bookings

Audio Conferencing

Advanced identity management

Microsoft 365 for SMB Healthcare

Enable cross-organizational collaboration



Simplify organization with Lists

Start a list from scratch or save time with healthcare templates



Harmonize workflows with Shifts

Empower care teams to manage their own schedules so they can focus on patient care



Centralize task management

Keep everyone on track and on the same page with Microsoft To Do and Planner



Send and manage approvals

Easily set up automated approval workflows with Power Automate and Teams



Secure messaging

Share patient data across departments and organizations with secure messaging

Protect health information



Azure Active Directory

Enhance security, simplify access, and set smart policies with a single identity platform



Microsoft Advanced Threat Analytics

Reduce your risk of damage and get information in a succinct, real-time view of the attack timeline



Windows Information Protection

Protect enterprise apps and data against accidental data leaks on both enterprise and personal devices



Microsoft Security and Compliance Center

Monitor your overall compliance posture and configure settings to meet complex obligations



Windows Defender

Protect against software threats and isolate enterprise-defined untrusted sites

Process and workflow automation



Deliver seamless experiences

Empower clinicians and patients to schedule and launch virtual visits in Teams or from within the Epic EHR*



Earn and keep patient trust

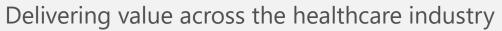
Integrate into existing workflows to improve collaboration while protecting sensitive patient information



Expand care to more patients

Increase patient access to care and empower them to take a more active role in their healthcare

Surface for SMB Healthcare









Patients

NHS

Nurses

Royal Hospital for Neuro-disability



Physicians

Alder Hey Children's Hospital



Hospital administrators, IT developers





Surface Book 3 (15")

Surface Hub 2S

Surface for SMB Healthcare



Mobile care workers

· Providing in-home support to those in need

Challenges

Mobile care givers face several challenges in their role:

- Connecting with specialists and doctors remotely
- Ensuring all patient information is captured and stored securely
- Staying connected to a network even when moving from place to place

The ideal device

Surface Go 2 solves for these challenges with the following capabilities:

- Has built-in LTE connectivity so workers can connect with care teams at a moment's notice
- Has enterprise-grade security features
- Enables users to document findings and capture digital images
- Is powerful enough to run mission critical apps
- Is lightweight, durable, and easy to clean



Providing better patient care

Challenges

Nurses face challenges in their day including:

- Providing patients with personalized care and support
- Staying productive on the move
- Updating patient records accurately and securely
- Reacting quickly in the event of an emergency

The ideal device

To ensure nurses can deliver the best patient care, they use a **Surface Go 2** device that has the capability to:

- Easily be carried around all day
- Connect to doctors and colleagues quickly
- Double as both a laptop and a tablet to run EHR apps
- Be cleaned easily and survive a fall

Surface for SMB Healthcare



· Consuming content on the go

Challenges

Physicians face unique hurdles every day, including:

- Consuming content on the go
- Managing teams of healthcare professionals
- Coordinating with specialists to determine the best treatment plans for patients
- Documenting and storing patient information securely

The ideal device

To deliver great care their patients, physicians use **Surface Pro 7+** and **Surface** Laptop 4 devices that:

- Access content when on the go
- Empower practitioners to review medical models in a unified, collaborative space
- Capture electronic signatures right on the spot
- Deliver enterprise-grade protection for patients' PII



Care teams

· Working together for better patient care

Challenges

Healthcare professionals face teamwork challenges including:

- Remote consultations; remote care doctors and medical staff needing to work with remote staff, colleagues, experts, and patients
- Collaborating on patient care and treatment plans
- Getting patients to engage more in mapping out better health outcomes

The ideal device

To work more effectively, teams use a **Surface Hub 2S** device that:

- Enables videoconferencing for teams around the world
- Has real-time pen and inking capabilities
- Has a large, high-resolution screen for easy viewing
- Can serve as a digital reader board to track who is available at a moment's notice



SMB Customer Stories





"Tools like Teams have really made our people more effective. I think we're saving money on labor. And we're saving money on waste; if we make a mistake anywhere along the production chain, we waste material. I would say that we have probably reclaimed at least 10-15 percent of our budget by preventing waste through timely collaboration."

— Andi Kubacki, Cofounder, The Detroit Wallpaper Co



"All of our workers use Microsoft 365 apps. They're more efficient, we waste less time, and most of all, everyone is happier."

 Randy Walton, Controller, TANAS Concrete

"With Microsoft Teams, I just set up a team structure so that everyone can find what they need. No one needs to ask me where documents are, and it's easy for everyone to

— Madison Keller, Receptionist, TANAS Concrete

SkandiaMäklarna Landgren



"The greatest value Microsoft 365 provides a company like Landgren is that you don't have to think about anything. Everything is so sophisticated, you can put it out of your mind and focus on your customers."

- Peter Landgren, CEO, Landgren

"With SharePoint Online, we can easily give customers stats or information about a property or the market, the moment they ask."

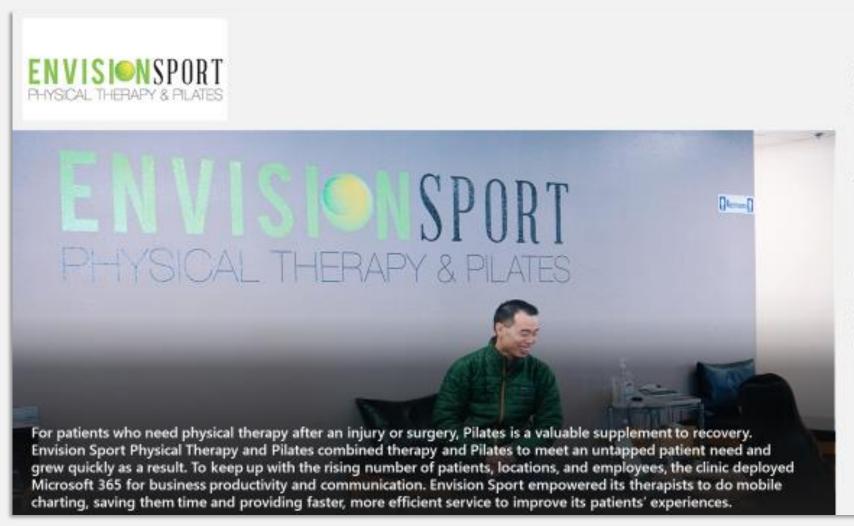
- Hampus Kjellberg, COO, Landgren



"Office 365** is the base for all of our work now. On just one small project we gained a week. I'm convinced that we'll see big savings through better collaboration and flexibility."

"The cloud was an obvious way to minimize hardware investments, and we have always been happy working with Microsoft, so for us, Office 365** was a given."

- Bastien Ravasio, Marketing Manager, SPL Ports de Menton



"Microsoft 365 has been worth every penny for us to get set up with the right technology to serve more patients. There is nothing more rewarding than hearing patients say 'thank you' and knowing we helped them live better, healthier lives."

"With Surface devices and Microsoft 365, our physical therapists have a portable environment that runs smoothly with our charting software, so they can spend less time on IT issues and more time with patients."

 Darrin Yee, CEO and Co-Owner, Envision Sport Physical Therapy and Pilates



Thank you!

Find other resources to assess SMB customers with