



Transform your enterprise with Microsoft subscriptions

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.

Jump to section →

[Microsoft 365 Apps](#)
[Email, calendar, and scheduling](#)
[Meetings, calling, and chat](#)

[Social, intranet, and storage](#)
[Knowledge, insights, and content](#)
[Analytics](#)

[Project and task management](#)
[Automation, app building, and chatbots](#)
[Viva Learning](#)

[Threat protection](#)
[Cloud Access Security Broker](#)
[Identity and access management](#)

[Information protection](#)
[Information governance](#)
[Endpoint and app management](#)

[eDiscovery and auditing](#)
[Insider risk management](#)
[Windows](#)

[Add-on licenses](#)

Information Worker Plans										Frontline Worker Plans							
Microsoft 365				Office 365			Enterprise Mobility + Security		Windows 11			Microsoft 365					Office 365
E3	E5	E5 Security Add-on	E5 Compliance Add-on	E1	E3	E5	E3	E5	Pro (for reference)	Enterprise E3	Enterprise E5	F1	F3	F5 Security Add-on	F5 Compliance Add-on	F5 Sec+Comp Add-on	F3

Microsoft 365 Apps

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	•	•			•	•	•					•	•	•	•	•	•
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 10.1"

⁴ Mobile apps only

⁵ Available beginning August – December 2021 depending on region

Email, calendar, and scheduling

Exchange	Plan 2	Plan 2			Plan 1	Plan 2	Plan 2						See footnote 1	Kiosk			Kiosk
Mailbox size	100 GB	100 GB			50 GB	100 GB	100 GB							2 GB			2 GB
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.



Suite licenses

Information Worker Plans												Frontline Worker Plans					
Microsoft 365				Office 365			Enterprise Mobility + Security		Windows 11			Microsoft 365					Office 365
E3	E5	E5 Security Add-on	E5 Compliance Add-on	E1	E3	E5	E3	E5	Pro (for reference)	Enterprise E3	Enterprise E5	F1	F3	F5 Security Add-on	F5 Compliance Add-on	F5 Sec+Comp Add-on	F3

Meetings, calling, and chat

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

¹ Check country and region availability at <https://docs.microsoft.com/microsoftteams/country-and-region-availability-for-audio-conferencing-and-calling-plans>

Social, intranet, and storage

SharePoint	Plan 2	Plan 2			Plan 1	Plan 2	Plan 2						Kiosk ¹	Kiosk ¹				Kiosk ¹
Additional storage per license ²	10 GB	10 GB			10 GB	10 GB	10 GB											
OneDrive personal storage	Unlimited ³	Unlimited ³			1 TB	Unlimited ³	Unlimited ³						2 GB	2 GB				2 GB
Yammer Enterprise	•	•			•	•	•						•	•				•
Microsoft Viva Connections	•	•			•	•	•						•	•				•

¹ Cannot be SharePoint administrators. No site mailbox. No personal site.

² In addition to 1TB storage provided per organization.

³ Microsoft will provide an initial 5 TB of OneDrive storage per user. Customers who want additional OneDrive storage can request it as needed by contacting Microsoft support. Subscriptions for fewer than five users received 1 TB of OneDrive storage that cannot be expanded.

Knowledge, insights, and content

Microsoft Graph API	•	•			•	•	•					•	•				•
Microsoft Search	•	•			•	•	•					•	•				•
Microsoft Stream	•	•			•	•	•					• ¹	• ¹				• ¹
Microsoft Forms ²	•	•			•	•	•						•				•
Microsoft Lists	•	•			•	•	•					•	•				•
Delve	•	•			•	•	•										

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.

Analytics

Productivity Score	•	•			•	•	•					•	•				•
Secure Score	•	•			•	•	•			•	•	•	•				•
Compliance Management	•	•			•	•	•					•	•				•
Viva Insights - Personal insights ¹	•	•			•	•	•										
Power BI Pro		•					•										

¹ Premium personal insights and experiences, manager and leader insights and experiences, and custom analysis tools and accelerators available with the Viva Insights or Viva suite add-on license.



Suite licenses

Information Worker Plans

Frontline Worker Plans

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

Project and task management

Microsoft Planner	•	•			•	•	•					•	•				•
Microsoft To-Do	•	•			•	•	•						•				•
Briefing Email	•	•			•	•	•										

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.

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	•	•			•	•	•					•	•				•
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.

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		•	•								•			•		•	
Microsoft Defender for Identity		•	•					•						•		•	
Microsoft Defender for Office 365		Plan 2	Plan 2				Plan 2							Plan 2		Plan 2	
Application Guard for Office 365		•	•											•		•	
Safe Documents		•	•											•		•	



Suite licenses

Information Worker Plans												Frontline Worker Plans					
Microsoft 365				Office 365			Enterprise Mobility + Security		Windows 11			Microsoft 365					Office 365
E3	E5	E5 Security Add-on	E5 Compliance Add-on	E1	E3	E5	E3	E5	Pro (for reference)	Enterprise E3	Enterprise E5	F1	F3	F5 Security Add-on	F5 Compliance Add-on	F5 Sec+Comp Add-on	F3

Cloud access security broker

Microsoft Defender for Cloud Apps ¹		•	•	•				•						•	•	•	
Microsoft Defender for Cloud Apps Discovery	•	•					•	•				•	•				
Office 365 Cloud App Security		•				•											

¹ Formerly named Microsoft Cloud App Security (MCAS)

Identity and access management

Azure Active Directory Premium	Plan 1	Plan 2	Plan 2					Plan 1	Plan 2				Plan 1	Plan 1	Plan 2		Plan 2	
User Provisioning	•	•	•		•	•	•	•	•				•	•	•		•	•
Self Service Password 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	•	•									•	•		•				

Information protection

Azure Information Protection	Plan 1	Plan 2		Plan 2		AIP for O365	AIP for O365	Plan 1	Plan 2				Plan 1	Plan 1		Plan 2	Plan 2	
Manual sensitivity labels	•	•				•	•	•	•				• ¹	•		•	•	
Automatic sensitivity labels (client-side)		•		•			•		•							•	•	
Automatic sensitivity labels (service-side)		•		•			•									•	•	
Machine Learning-based sensitivity labels		•		•												•	•	
O365 Data Loss Prevention (DLP) for emails & files	•	•				•	•									•	•	
DLP for Teams chat		•		•			•									•	•	
Endpoint DLP		•		•												•	•	
Basic Office Message Encryption	•	•				•	•	•	•				• ¹	•				
Advanced Office Message Encryption		•		•			•									•	•	
Customer Key for Office 365		•		•			•									•	•	

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



Suite licenses

Information Worker Plans

Frontline Worker Plans

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

Information governance

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.

Endpoint and app management

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

¹ Windows must be licensed separately

eDiscovery and auditing

Content Search	•	•		•	•	•	•						•	•	•	•	•	
Core eDiscovery (including Hold and Export)	•	•		•		•	•									•	•	
Litigation Hold	•	•				•	•									•	•	
Advanced eDiscovery		•		•			•									•	•	
Basic Audit	•	•		•	•	•	•						•	•	•	•	•	
Advanced Audit		•		•			•									•	•	

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				
Azure Virtual Desktop	•	•									•	•		•				
Universal Print	•	•								•	•	•		•				



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 F5 Security	N/A	N/A	N/A	N/A	N/A	+	+	+
Microsoft 365 F5 Compliance	N/A	N/A	N/A	N/A	N/A	+	+	+
Microsoft 365 F5 Security + Compliance	N/A	N/A	N/A	N/A	N/A	+	+	N/A
Microsoft 365 E5 Info Protection and Governance	+	●	+ ¹	+ ¹	●+ ^{1,2}	+	+	+ ¹
Microsoft 365 E5 Insider Risk Management	+	●	+	+	●+ ³	+	+	+
Microsoft 365 E5 eDiscovery and Audit	+	●	+	+	●	+	+	+
Microsoft Defender for Office 365 Plan 1	+	●	+	+	●	+	+	+
Microsoft Defender for Office 365 Plan 2	+	●	+	+	●	+	+	+
Microsoft Defender for Cloud Apps ⁴	+	●	+	+	+	+	+	+
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	+	+	+	+	+	+	+	+
Privacy Management for Microsoft 365 - risk	+	+	+	+	+	N/A	N/A	N/A
Privacy Management for Microsoft 365 - subjects rights request	+	+	+	+	+	N/A	N/A	N/A
Compliance Program for Microsoft Cloud	+	+	+	+	+	N/A	N/A	N/A
Office 365 Data Loss Prevention	●	●	+	●	●	N/A	+	+
Exchange Archiving	●	●	+	●	●	N/A	+	+
10-year Audit Log Retention	N/A	+	N/A	N/A	+	N/A	N/A	N/A

¹ EMS E3 or Azure Information Protection Plan 1 standalone required.
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 Cloud DLP 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 Formerly named Microsoft Cloud App Security
⁵ Requires Microsoft Defender for Cloud Apps
⁶ For details on available assessments see <https://docs.microsoft.com/en-us/office365/service-descriptions/microsoft-365-service-descriptions/microsoft-365-tenantlevel-services-licensing-guidance/microsoft-365-security-compliance-licensing-guidance#compliance-manager>



Add-on licenses

● = 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

Teams Services¹

Audio Conferencing	+	●	+	+	●	+	+	+
Extended Dial-out Minutes to US and Canada	+ ²	+	+ ¹	+ ¹	+	+ ¹	+ ¹	+ ¹
Phone System	+	●	+	+	●	+	+	+
Domestic Calling Plan	+ ³	+	+ ³	+ ³	+	+ ³	+ ³	+ ³
Domestic Calling 240 Minute Plan	+ ³	+	+ ³	+ ³	+	+ ³	+ ³	+ ³
Domestic Calling 120 Minute Plan	+ ³	+	+ ³	+ ³	+	+ ³	+ ³	+ ³
International Calling Plan (includes Domestic Plan)	+ ³	+	+ ³	+ ³	+	+ ³	+ ³	+ ³
Teams Calling Essentials for US and Canada ⁴	+	N/A ⁵	+	+	N/A ⁵	N/A	+	+
Business Voice ⁶	+	+	+	+	+	+	+	+

¹ Availability and included minutes may vary by region. To verify service availability, refer to <https://docs.microsoft.com/en-us/microsoftteams/country-and-region-availability-for-audio-conferencing-and-calling-plans/>. Consumption charges may apply for additional services, such as toll-free, international minutes for domestic plans, etc. Customers can disable these features to avoid additional billing.

² Audio Conferencing or Business Voice required.

³ Phone System required

⁴ Includes Phone System and Domestic Calling Plan. Available for purchase in US (including Puerto Rico) and Canada only.

⁵ O365/M365 E5 already includes Phone System. Choose a Calling Plan to add calling minutes.

⁶ 300 seat maximum. Limited geo availability.

Microsoft Viva

Viva Topics	+	+	+	+	+	+	+	+
Viva Insights	+	+	+	+	+	+	+	+
Viva Insights Capacity ¹	+	+	+	+	+	+	+	+
Viva Learning	+	+	+	+	+	+	+	+
Viva suite	+	+	+	+	+	+	+	+
Viva suite with Glint add-on	+	+	+	+	+	+	+	+

¹ Requires Viva Insights per user subscription

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

● = 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

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/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)	+	+	+	+	+	+	+	+

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".