

What's Next for Office? A Sneak Peek

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Differences between Office365 and Office2013

- ◆ Office 365 = Cloud
 - ◆ Public vs. Private Clouds: A Primer
 - ◆ Hosted Exchange, Lync, SharePoint with Azure
 - ◆ Eliminates IT need to manage servers
 - ◆ Quick licensing / payment in the Cloud / add or decrease users with a click
 - ◆ Word, Excel, and PowerPoint documents on Windows Phones and web browser. Use the OneNote, OWA, Lync Mobile, and SharePoint Newsfeed apps on most devices

Differences between Office365 and Office2013



- ◆ The Office programs you end up with—Word, Excel, Outlook, and so on—look and act just like conventional Windows desktop programs, but they're **actually running in a virtualized environment**, allowing them to be updated automatically, without requiring that you use Windows Update. The underlying technology is the same enterprise-grade code that powers application virtualization (App-V) on corporate networks.

Differences between Office365 and Office2013

◆ Office 2013

- ◆ You can no longer buy Office, Microsoft's flagship product, on removable media!
- ◆ You get much less software compared with the subscription editions.
- ◆ You have to pay for future versions.
- ◆ Multi-PC editions are no longer available.
- ◆ Your perpetual license is locked to one PC.

Office 365 Flavors ... hold the Office please?

Office 365 Small Business	Office 365 Small Business Premium	Office 365 Midsize Business
Please note: You cannot combine the small business plans with Office 365 Midsize Business. ¹		
<p>\$5.00 user/month annual payment of \$60.00</p>	<p>\$12.50 user/month annual payment of \$150.00</p>	<p>\$15.00 user/month annual commitment</p>
<p>Buy now</p>	<p>Buy now</p>	<p>Buy now</p>
<p>Or \$6.00 user/billed monthly</p>	<p>Or \$15.00 user/billed monthly</p>	<p>Free trial</p>
<p>25 users</p>	<p>25 users</p>	<p>300</p>
Desktop versions of:		Desktop versions of:
		

Small-Midsize Business Plans Comparison Chart

Office 365 Flavors ... hold the Office please?

Hosted email (Exchange Online Plan 1)	Office 365 Enterprise E1	Office 365 Enterprise E3
\$4.00 user/month annual commitment	\$8.00 user/month annual commitment	\$20.00 user/month annual commitment
Buy now	Buy now	Buy now
		Free trial
Unlimited	Unlimited	Unlimited

Desktop versions of:

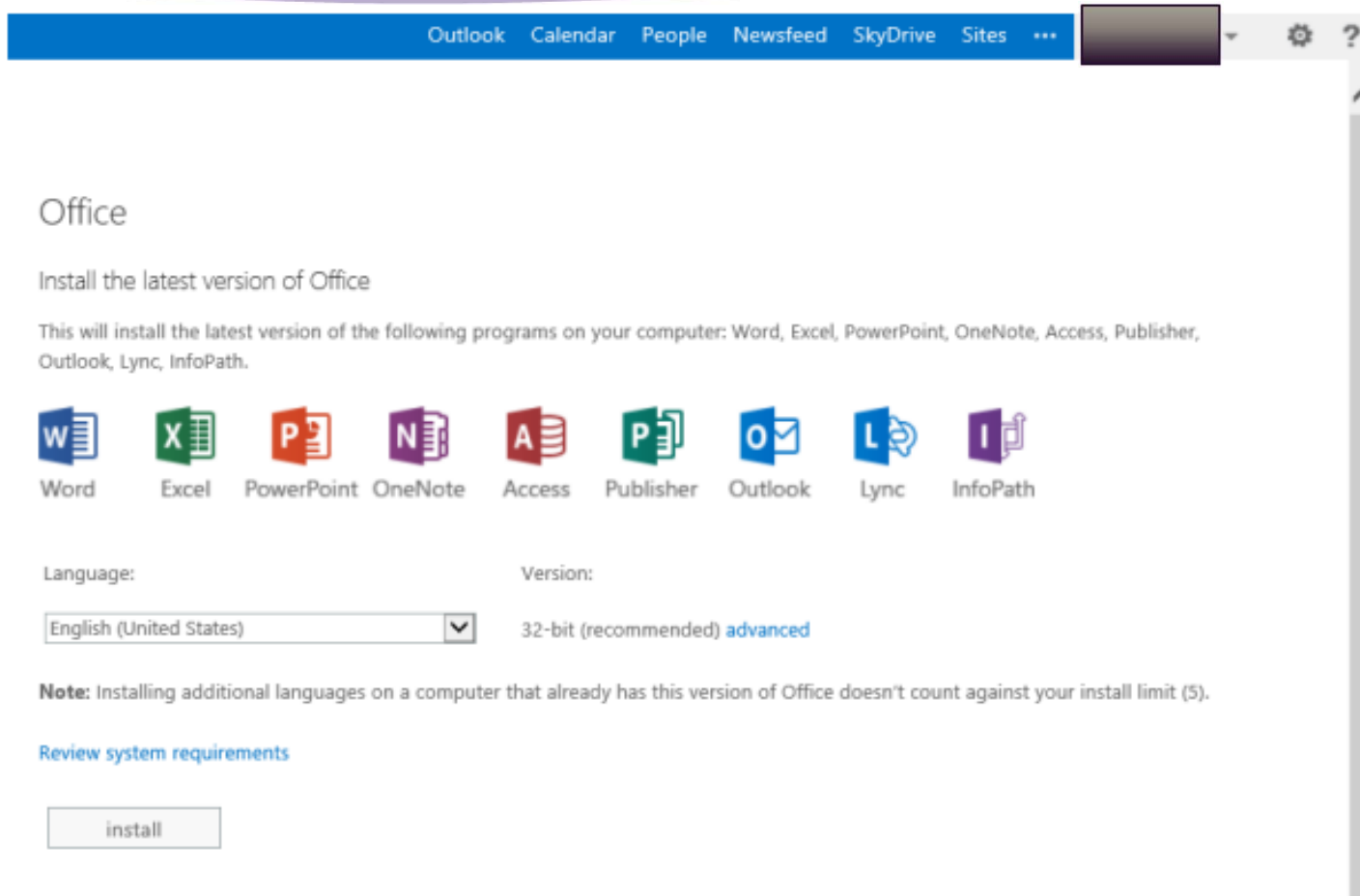


[Enterprise Business Plans Comparison Chart](#)

Office 365 Flavors ... hold the Office please?

- ◆ Two other flavors:
 - ◆ Office 365 Enterprise E4 → adds Enterprise voice: Enhance or replace traditional PBX phone systems with the call capabilities offered in Lync Server 2013 Plus CAL (\$22)
 - ◆ Office 365 ProPlus → subscription Office suite on the computer and in the cloud (\$12 / \$15) (this comes with the Business Plans that provide Office installs)
- ◆ BONUS: you can mix plans within a plan family

How to get the new Office



The screenshot shows a browser window with a blue header bar containing navigation links: Outlook, Calendar, People, Newsfeed, SkyDrive, Sites, and a menu icon. Below the header, the page title is "Office". The main content area includes the heading "Office" and the instruction "Install the latest version of Office". A paragraph explains that this will install the latest version of Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Lync, and InfoPath. Below this text is a row of nine application icons with their respective labels: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Lync, and InfoPath. Further down, there are two dropdown menus: "Language:" set to "English (United States)" and "Version:" set to "32-bit (recommended) advanced". A note states: "Note: Installing additional languages on a computer that already has this version of Office doesn't count against your install limit (5)." Below the note is a link "Review system requirements" and an "install" button.

Outlook Calendar People Newsfeed SkyDrive Sites ...

Office

Install the latest version of Office

This will install the latest version of the following programs on your computer: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Lync, InfoPath.

Word Excel PowerPoint OneNote Access Publisher Outlook Lync InfoPath

Language: English (United States) Version: 32-bit (recommended) [advanced](#)

Note: Installing additional languages on a computer that already has this version of Office doesn't count against your install limit (5).

[Review system requirements](#)

install

The Only Constant is Migration

- ◆ Migrate from Hosted Email to Office 365
 - ◆ POP3 / IMAP4 / Exchange
- ◆ Migrate from On-Prem Exchange to Hybrid or Full Office365

Flavors of Office 2013 – “the usual...”

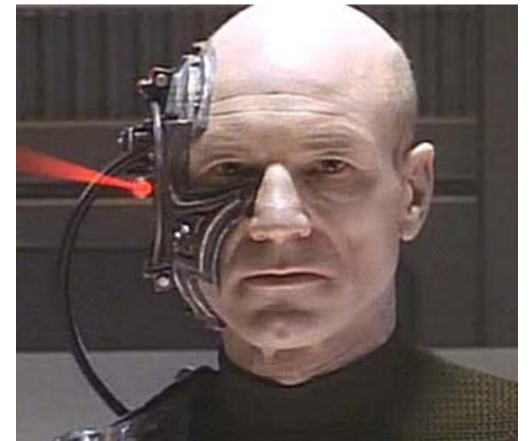
- ◆ Home and Student
 - ◆ Word, Excel, PowerPoint, OneNote
- ◆ Home and Business
 - ◆ Word, Excel, PowerPoint, OneNote, Outlook
- ◆ Professional
 - ◆ Word, Excel, PowerPoint, OneNote, Outlook, Access, Publisher

Platforms...

- ◆ Note that Office is now also served in Tablet and iPhone flavors...
- ◆ Windows RT tablet has Office Home and Student 2013 RT included (Word, Excel, PowerPoint, OneNote, and Outlook)
- ◆ If you have the right licensing -
“Office Mobile for Office 365 subscribers” for iPhone (no official iPad version) AND Android

Reasons to make the switch - the Good...

- ◆ “Resistance is futile.”
- ◆ Want “always available” email
- ◆ No more hassle of Exchange server on-prem
- ◆ MS Licensing fatigue
 - ◆ Obtain multiple Office downloads

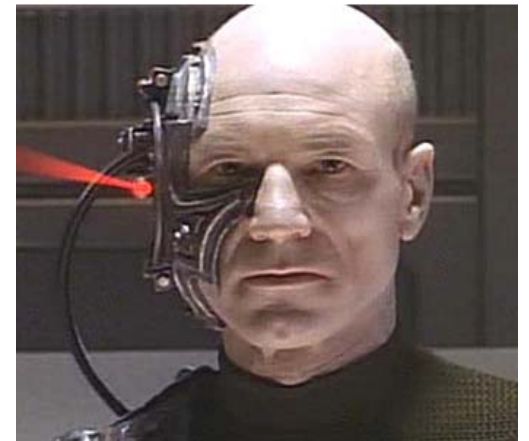


Reasons to make the switch - the Good...

- ◆ Want SharePoint but don't want server on-prem
- ◆ 99.9% up time... and excellent Tech Support!
- ◆ Office365 is on a quarterly/monthly update schedule for bugs / feature improvements
- ◆ Microsoft Forefront Online Protection as Spam and Malware Filter

the Bad...

- ◆ “Resistance is futile.”
- ◆ Compatibility issues?
 - ◆ Table of Contents (reported to Microsoft)
 - ◆ Specifically the right tab outside of the right indent)
 - ◆ Layout Options (reported to Microsoft)



Microsoft's recommendation is to save these documents in Word 2010 format to retain the ability to choose these compatibility options.

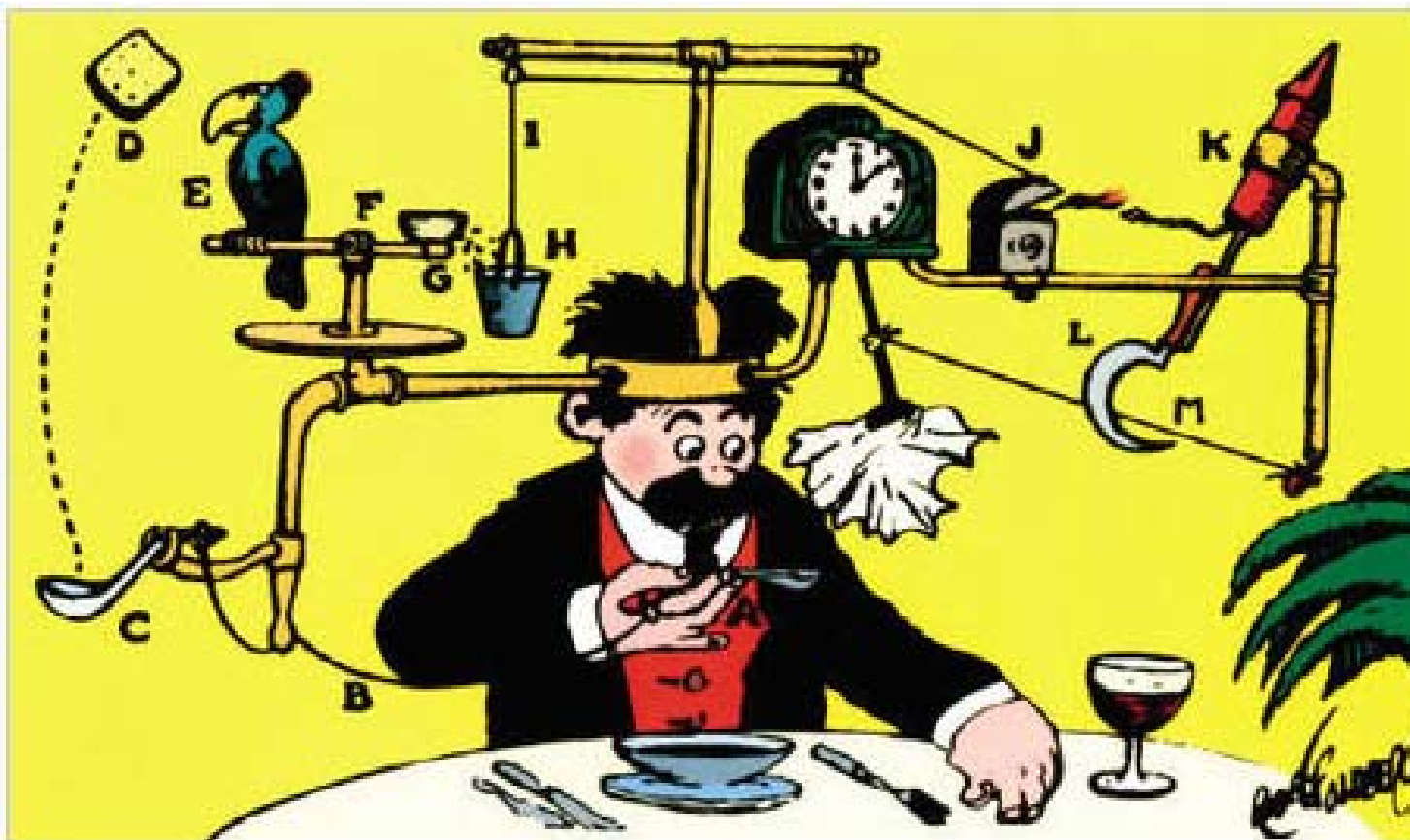
the Bad...

- ◆ 3rd Party email (scanners, network alerting) setup can be irksome
- ◆ Lose absolute control over Exchange \ lose 3rd party utilities
- ◆ Office365 is on a quarterly/monthly update schedule - sometimes a moving target
- ◆ Lack of DMS integration

...and the Ugly

- ◆ Version Upgrades can only be delayed (“What the...?!”)
- ◆ Cannot link database info to SharePoint (but allegedly coming soon)
- ◆ 3Rd Party Add-Ons? AD Federation? Hosted AD federation? Single sign-on goal?

Easiest Method to configure Single Sign-On



Professor Butts and the Self-Operating Napkin

No, seriously... Single Sign-On

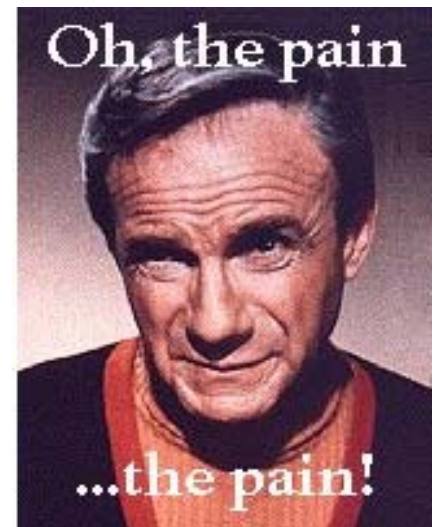
- ◆ No, seriously, it can be that complicated
 - ◆ MS: Single Sign-On RoadMap
 - ◆ A Simplified Installation Guide
- ◆ DirSync → “Same Sign-On”
 - ◆ DirSync Made Simple
 - ◆ Implementing Password Synchronization
- ◆ Cloud Single Sign-On Services
 - ◆ IAM Cloud → encrypts passwords to cloud
 - ◆ Centrify → portal allows access to cloud apps
 - ◆ Okta → portal allows access to cloud apps

DMS Schedules

- Open Text
 - EDOCS DM 2013 beta for partners mid-August 2013
- HP – iManage
 - 8.5 SP3 U6 and 9.0 U4 beta release late October
- Worldox GX3
 - Already available for Office 2013
- NetDocuments
 - Already available for Office 2013

Round Trip: Google Docs to Office 365

- ◆ A Cautionary Tale
- ◆ Historical email gives NDR
 - ◆ legacyExchangeDN attribute
 - ◆ Any non-Exchange based PST
 - ◆ <http://support.microsoft.com/kb/555197>
- ◆ Even Exchange PST has this issue, but easily resolved
 - ◆ X500 entry
 - ◆ Or, use Migration tool → only email can be migrated
- ◆ Why I Chose Office 365 over GoogleDocs: A Saga



Now Live!

- ◆ Word
 - ◆ PDF Editing – working to get better
- ◆ Excel
- ◆ Outlook

But wait, there's more!

- ◆ Macros – 2013 desktop version
 - ◆ VBA application language has not changed, but to a small degree, the object model for applications has.
 - ◆ Certain compatibility features have been deprecated, as opposed to those being left in previous versions of Office.
 - ◆ Thoroughly test legacy code in the new environment.
 - ◆ Office apps can still be written using web technologies such as HTML5, XML, JavaScript, etc.

But wait, there's more!

- ◆ Comparison of Excel and Access files

Customizing Installs

- ◆ Regarding activation, see this TechNet blog - [Activating Office 2013 Headaches... Here's your Aspirin!](#)
- ◆ TechNet Office 2013 custom install mother lode: <http://technet.microsoft.com/en-us/library/ee460874.aspx>

Where should I save? SkyDrive? SharePoint?

- ◆ SharePoint & Yammer to be integrated
- ◆ SkyDrive Pro wants you to drop DropBox
- ◆ 7GBs of storage
- ◆ SharePoint acts as backend for SkyDrive for versioning, backup/restore, review management

Where does Lync fit?

- ◆ Lync is Microsoft's unified communications platform for business users
 - ◆ Real-time presence information and IM.
 - ◆ Make voice calls through your computer to other Lync or Skype users inside or outside your organization.
 - ◆ Create, moderate, and join audio, video, and web meetings inside and outside your organization.
 - ◆ Screen-sharing and virtual whiteboards.
- ◆ Allegedly hardware partners are embedding Lync into their next-generation conferencing systems

Training?

- ◆ Take into consideration:
 - ◆ IT, Trainers, Power Users, Word Processers should get advanced training.
 - ◆ Creating templates
 - ◆ Troubleshooting
 - ◆ Which Office version are you migrating from.
 - ◆ What automation do you currently have in place.
 - ◆ Floor support.
 - ◆ Courseware or other documentation.

Migration Consultant?

- ◆ Find an experienced Office migration expert to cover:
 - ◆ All of the Office options
 - ◆ Known issues
 - ◆ Group Policy
 - ◆ Office Customization Tool
 - ◆ Best Practices
 - ◆ Pilot Group
 - ◆ Deployment – Have they done *this* type of migration before?

Thank You!

- ◆ Questions?
- ◆ Evals!
- ◆ Download this presentation and click links for learning more.



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2003 File in Compatibility Mode

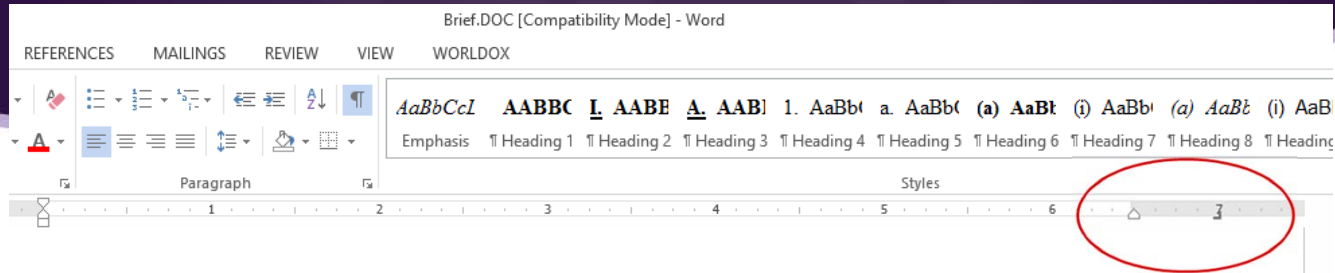


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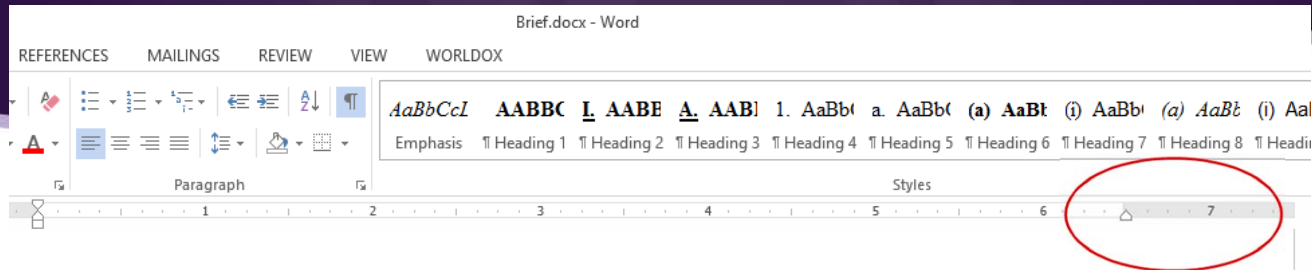


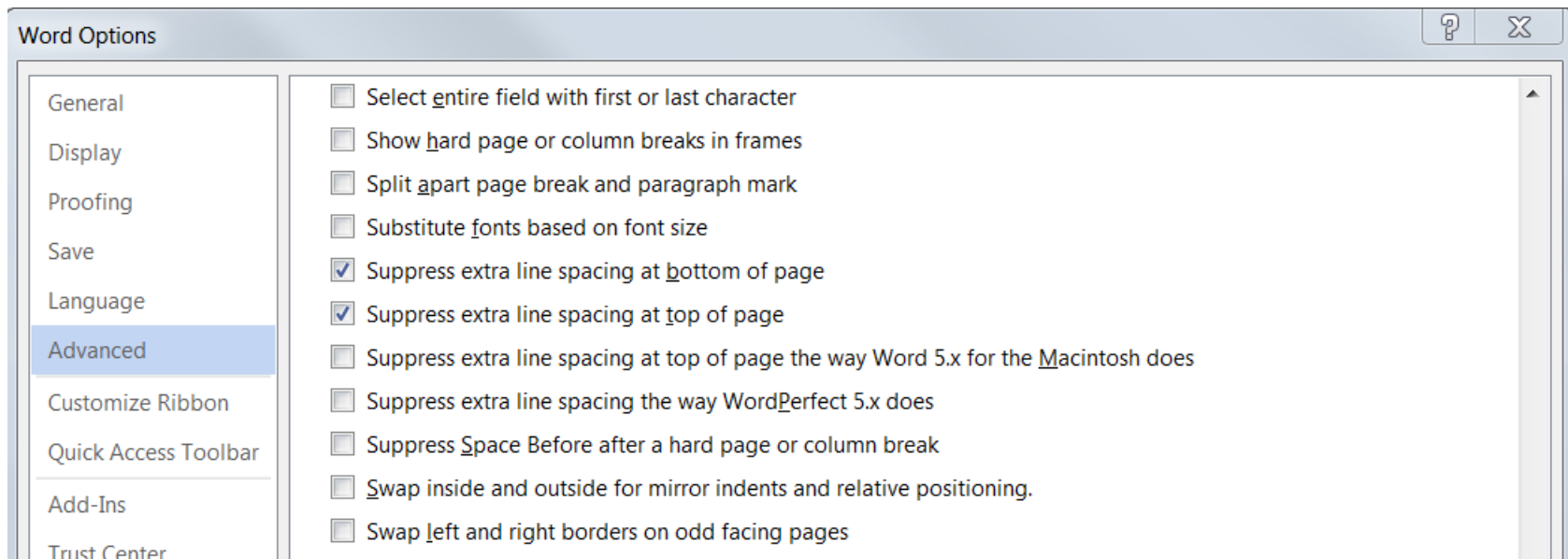
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Layout Options

2010 Pleading

Went from 66 to...



Layout Options

2010 Pleading Converted to 2013

...7!

Layout options for:  Pleading.docx ▼

- Add space for underlines
- Adjust line height to grid height in the table
- Balance SBCS characters and DBCS characters
- Convert backslash characters into yen signs
- Don't expand character spaces on a line that ends with SHIFT-RETURN
- Draw underline on trailing spaces
- Use line-breaking rules