



# Why use MICROSOFT TEAMS?

## IMPROVE COLLABORATION

Come together in a more purposeful way. Gain quick and easy access to all the resources you need to work effectively. Customisable for each team - create multiple channels to organise your work by topic or project. Pin your favourite Office 365 and third party apps for easy access too.

## COMMUNICATE BETTER

Integrated with other Office 365 services for document management and Voice and video conferencing. Teams is a single workspace for groups to collaborate using a familiar instant messaging interface. It keeps an ongoing record of your team's communication, allowing for threaded conversations.

## REACH OUT

Teams supports guest access, allowing businesses to invite clients outside of their internal network to collaborate in the same environment with the teams performing the works. This allows for greater communication and transparency, while maintaining control of your company's information.

## SUITED FOR MANY ROLES

**Marketing:** Coordinate campaigns and tasks.  
**Sales:** Get lead notifications and deal mentions.  
**Project Management:** Streamline project communication and tools, get feedback and coordinate tasks.  
**Customer Support:** Speed up issue resolution with various subject matter.

## FAMILIARITY, FUN & EASY TO USE

Easy to understand and navigate. Embed images, files, gifs, stickers, emojis and even third party connectors or bots for a truly integrated experience.

## SECURITY & COMPLIANCE

Teams provides the enterprise level security, compliance and management features you expect from Office 365. It encrypts data at all times, at-rest and in-transit, and includes multi-factor authentication to enhance identity protection.

