

E-mail Upgrade Office 365

TOMG

February 18, 2014

Agenda

- Current state – drivers for upgrade
- Overview of features and benefits
- Limitations and minimum requirements
- Options, costs
- Roles and Responsibilities
- Status and Timeline

Project Leads

- Project Manager – Jon Frey
- Technical Manager – Michael Tarquinio

Current state

- Aging e-mail infrastructure
 - Servers
 - Software EOL
- Aging Office software
 - Multiple versions of Office causing issues
 - Office 2003 EOL
- Increasing mobility and collaboration needs
- Increasing risk of data loss

Features and Benefits

- Office 365 – G1
- 50 GB mailboxes
- Elimination of PST
- New functions
 - Out-of-Office individually controlled
 - “Working Elsewhere” label
- Better mobile support
- Improved OWA

Features and Benefits

- HIPAA business associate agreement
- Browser versions of Word, Excel, PowerPoint & Outlook
- Sanctioned cloud-storage
 - 25 GB U: drive – Skydrive - OneDrive
 - Searchable S:, V:, U: drives
- Instant Messaging
- Video Conferencing
- MOSS (SharePoint)

Minimums and Limitations

- IE 9 or newer, Firefox, Chrome
- Office 2007 or newer
- Dependence on Internet and external provider
- Subscription service / cost
- Still requires e-mail administrators

Other Benefits and Consequences

- Redundancy and Disaster Recovery
- Reduced need for VPN
- Data recovery limited to recycle bin
- Improved eDiscovery
- 1,500 e-mail send limit
- New anti-spam engine
- Windows 2012 CALs

Options

- Unlimited e-mail storage and online eDiscovery/legal hold
- Data loss prevention (rules to encrypt, rules to prevent leakage)
- Latest version of MS-Office on 5 devices (G3)
- Additional network file storage

Preparations

- Infrastructure hardening
- Define default settings
- Develop PST migration strategy
- Identify training needs
- Develop communication plan

Roles and Responsibilities

- DTS
 - Contract
 - Infrastructure
 - Mailbox migrations
 - System & vendor management
- Department IT
 - Account cleanup
 - Lead department migration
 - Assist users with PST migration

Status and Timeline

- Mainframe shutdown in March
- Contract negotiations & infrastructure prep underway
- Pilot – April
- County-wide e-mail migration – July
- Other functions - TBD

Thank You!

Questions?