



# Earn more. Start selling Office Home & Business 2016 today!

Every business needs Office — Sell Office with every device!



## A huge revenue opportunity for you!

See your deal size increase by getting your resellers to recommend and sell the right Office 2016 suite with every device sale. Office 2016 offers consistent experience across Windows, Android, and iOS devices.

- **Identify the opportunity:** A full Office suite is not included on most new devices – educate your resellers and ensure they recommend an Office suite with every device sale.
- **Recommend Office:** Customers want Office and they are 5x more likely to purchase Office only if you recommend it.
- **Don't lose the sale:** Fewer than 20 percent of customers will return to buy an Office suite after they have purchased a new device. The best time to make an Office sale is with a new device sale.

## Office Home & Business 2016 – Built for maximum productivity!

Microsoft Office Home & Business 2016 helps your customers do their best work – anywhere, anytime and with anyone. New, modern versions of the classic desktop applications, Word, Excel, PowerPoint, Outlook, and OneNote, are built for maximum productivity. Your customers will have access to their docs in the cloud whenever they need them. And it's easy for them to get their team on the same page. Share, present and work together on projects with built in collaboration tools across the suite.



	Modern desktop productivity	Do great work, anywhere, anytime	Made for teamwork
Top Benefits	Modern desktop applications, built to help you do great work with smart tools that help you stay on task.	The power of desktop applications with easy access to your files in the cloud so you can create, edit and view your work from anywhere.	Get your team on the same page using built-in collaboration tools to share and co-author documents, spreadsheets, presentations and notes.
Features	Use 'Tell me' to guide to the feature you are looking for	<b>Pick up from where you left off</b> because the apps know what you were working on last, whether stored locally or online, no matter what device you were using. (Word, PowerPoint)	<b>Simplified sharing</b> so you can quickly invite others to review or edit your documents. (Word, Excel, PowerPoint)
	<b>Smart Lookup</b> , powered by Bing, helps you find contextual information from the web within the reading experience	<b>Cross-platform support</b> ensures that you can access, edit and share your Office documents on iPhones, iPads, and Android phones running Office or online through a web browser. (Word, Excel, PowerPoint, OneNote)	Get everyone on the same page using <b>co-authoring</b> and allowing simultaneous editing of the same document from different devices.
	A set of <b>new modern charts and graphs</b> in Excel give you more ways to explore and tell compelling stories with your business data.	Store your documents online, access them across devices, and keep them synced with local copies on your PC with <b>Microsoft OneDrive</b> . (OneDrive)	<b>Threaded comments</b> in Word and PowerPoint enable people to have useful conversations right next to relevant text. You can see who replied to whom and when.

## Unmistakably Office, designed for Mac!

Mac users can now get new and modern versions of Word, Excel, PowerPoint, Outlook and OneNote that have the familiar look and feel of Office, and have been thoughtfully designed for Mac. They can quickly produce quality documents using new online templates, Smart Lookup, and recommended charts. They will have access to your docs in the cloud whenever you need them. No more sending documents back and forth in email: and it's easy to share work and have others review it, since several people can edit the same document simultaneously.

## Recommend the right Office 2016 suite for every Windows devices!

**Office Home & Business 2016** and **Office Professional 2016** have been designed to help your customers create and communicate faster with new, time-saving features and a clean, modern look. Quickly produce professional documents with rich authoring features, design controls for pixel-perfect layouts and intuitive tools to allow your customers to make the most of their data. Plus, they can save their documents in the cloud on Microsoft OneDrive and access them virtually anywhere.

	 	Office Home & Business 2016	Office Professional 2016*
Applications	Word, Excel, PowerPoint, OneNote	●	●
	Outlook	●	●
	Publisher and Access		●

## Sell Office with every device!

- Educate your customers on the value of Office 2016
- Recommend the right Office suite
- Earn incentives with every Office sale

Learn more at <https://products.office.com/en-us/business/office>.

\* Office Professional 2016 available via Digital Download.

\* Office 2016 for Mac available on Mac OS 10.10 or higher

Transferrable within 90 days of purchase.

An appropriate device, internet connection and Internet Explorer, Edge, Firefox or Safari browser are required.

512 MB RAM recommended for accessing Outlook data files larger than 1GB.