

Office 365 Services

With Office 365 you can browse your enterprise data in SharePoint, respond to corporate emails, see calendars, book appointments, and do just about everything you can at your desk from anywhere securely! Moving to the Office 365 cloud with LRS frees up IT resources so they can focus on solving business problems that truly add value to the organization versus spending time supporting “tools”. With LRS for Office 365, your business users receive the support they need, and your IT staff is free to help add real business value.

GENERAL TASKS

- Create and manage user accounts
- Assign and manage licenses
- Address user password reset/change requests
- Setup and manage user roles
- Setting up additional email domains, as required
- Manage DNS records for Office 365
- Coordination with Microsoft for additional or escalated support, problem ownership thru resolution!
- Usage report generation via Office 365 portal

SHAREPOINT ONLINE

- Manage user and team site(s)
- Manage SharePoint site’s user access
- Manage document libraries and user assignment

LYNC ONLINE AND ONEDRIVE

- Address conferencing related issues web, audio and video
- Configure Outlook with Lync Online
- Manage external IM communication
- Setup and manage meeting rooms
- Manage custom Lync invites
- Configure folder sync with OneDrive utility

EXCHANGE ONLINE

- Create and manage distribution lists and contacts
- Create and manage resource mailboxes
- Configure Outlook with Exchange Online
- Guide users in configuring supported mobile devices with Active Sync
- Manage mailbox rights
- Manage email flow & transport settings
- Manage mailbox quota and policies
- Manage SPAM and quarantine settings

- Manage email archival rules
- Manage email journaling
- Manage data loss prevention
- Manage critical mailboxes legal hold
- Manage email retention policies
- Manage public folder and its accessibility

WHY LRS FOR OFFICE 365....

So, you understand the value Office 365 can provide but how do you get there? That’s where we can help! Our experts create a correctly configured and secure Office 365 environment, so your critical data is safe and secure. We work with you to put together a migration plan designed to quickly get your users to the cloud with minimal disruption. Once in the Cloud we provide the comprehensive support including the backup of your information. We take the value of Office 365 and wrap our design, migration and support services around it, providing you with a single partner focused on getting you to the Cloud.