



Delegate365.com
Office365 management done right

atwork

www.atwork-it.com

Delegate365 is a SaaS Solution by atwork

*"Delegate365 is an easy-to-use,
web-based portal for delegated user
and license management
in Microsoft Office 365"*

...and much more! Find it our here.

Why Delegate365?



Scenarios

Imagine, you have a single Microsoft Office 365 tenant...

...and you need to split it into multiple organizational units and enable delegation

...and you want to automate license assignments and workflows

...and you need auditing

What is Delegate365?



Key Features

is an Add-On for Microsoft Office 365

splits a single Office 365 tenant into self-defined organizational units

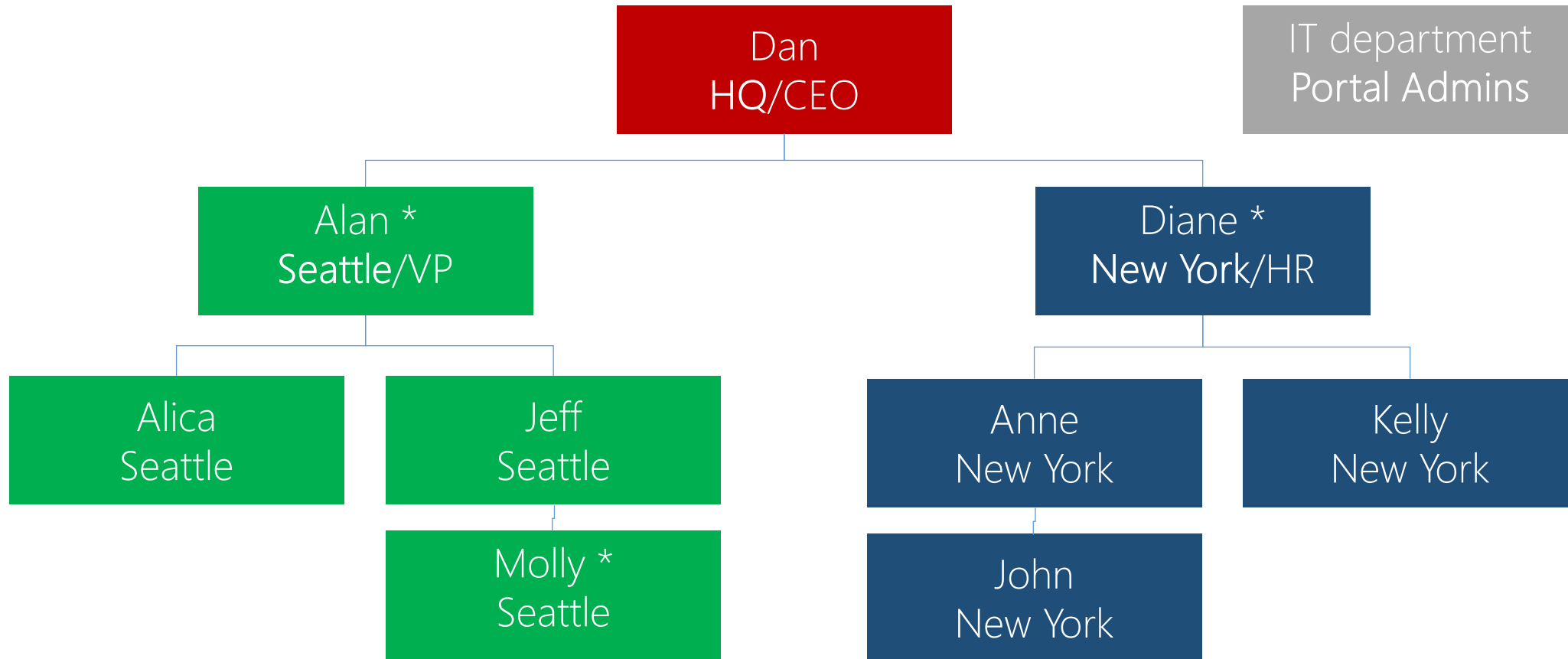
allows delegated management of users, licenses and groups

provides a licensing portal management and automation

is a ready-to-use Software-as-a-Service solution

runs completely in Microsoft Azure in a datacenter of your choice

How does delegation work in D365?



Every object is assigned to an **Organizational Unit (OU)**: Seattle, New York, ...

Every **Scope Admin*** can manage only his assigned OU(s): Alan and Molly manage Seattle, Diane manages New York

Portal Admins (a leading department) manage the permissions of the Scope Admins

Why did we develop Delegate365?

Goals

Medium to large organizations have the need to split their single tenant into sub units

Common tasks shall be delegated to administrators to relieve IT

Scope Administrators shall not be able to modify any Office 365 configuration

Automation of workflows such as license assignments

Auditing of all operations, so that it's clear who did what and when

What is the unique selling proposition (USP) of Delegate365?



USP of D365

Ready-to-use Software-as-a-Service (SaaS) solution

Automatic Updates by SaaS provider, maintenance-free

Runs in any Microsoft Azure Datacenter

Security of Office 365 and Azure, MFA, secured in the Azure Datacenter

Licensing management and built-in Automation

Auditing and Reporting directly with Microsoft Power-BI or Excel etc.

Easy to setup and easy to use, even for non-IT personal

Continuously developed by customer's feedback

Who is using Delegate365?



Customers

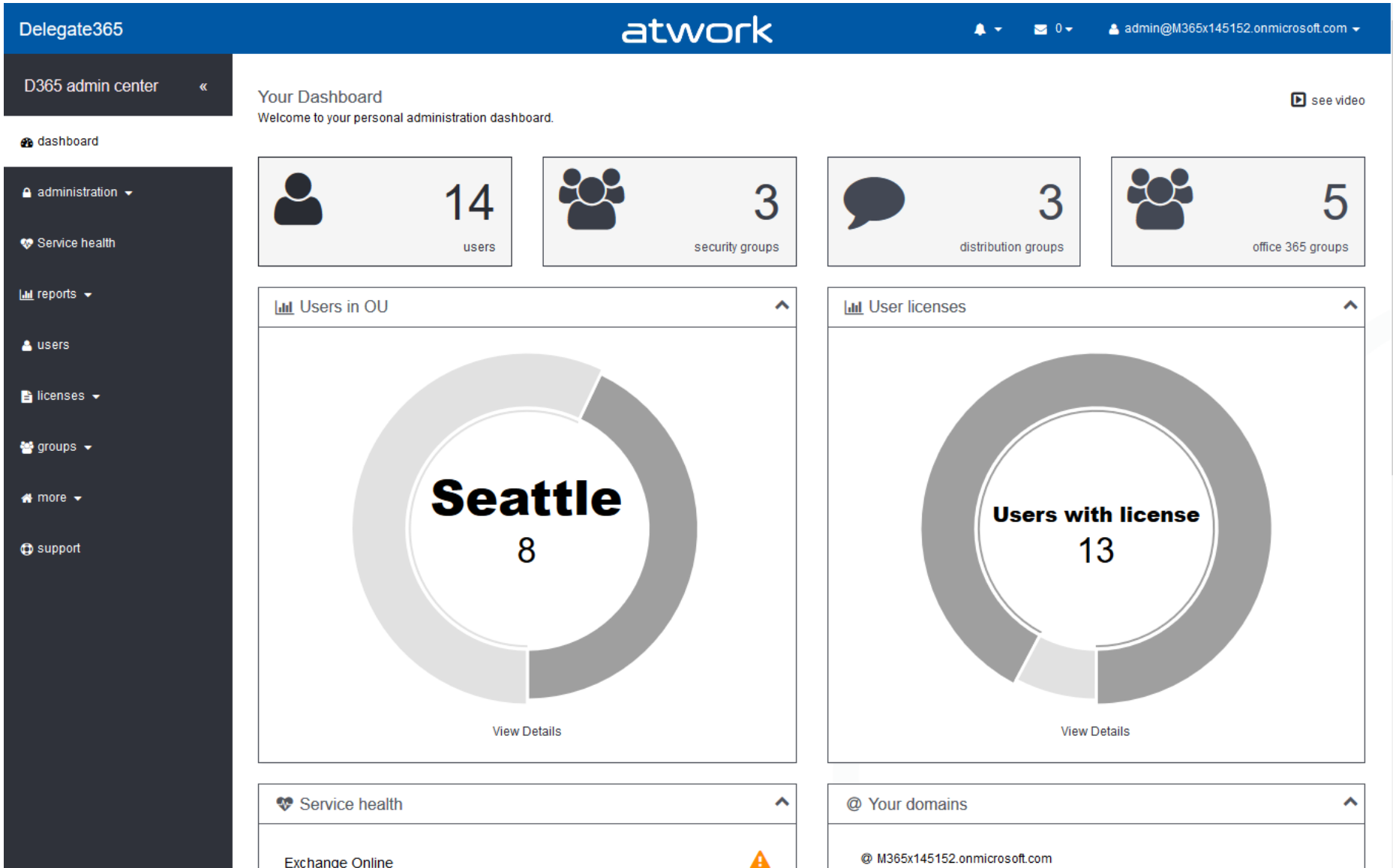
Organizations that use **one single Microsoft Office 365 tenant** and need to split it for delegated management

Mostly medium to large organizations (with thousands of users) and international companies with subsidiaries or subcontractors

Various industries: Financial Industry, Educational Facilities, Governments, NGO's, Various Agencies, International Franchisers, etc.

Used in various countries as f.e.: Austria, Belgium, Brazil, France, Germany, Netherlands, UK, USA and more

How does the Delegate365 portal look like?



The screenshot displays the Delegate365 portal dashboard. At the top, a blue header contains the 'atwork' logo and the user email 'admin@M365x145152.onmicrosoft.com'. A dark sidebar on the left lists navigation options: 'D365 admin center', 'dashboard', 'administration', 'Service health', 'reports', 'users', 'licenses', 'groups', 'more', and 'support'. The main content area is titled 'Your Dashboard' and includes a 'see video' link. It features four summary cards: '14 users', '3 security groups', '3 distribution groups', and '5 office 365 groups'. Below these are two donut charts: 'Users in OU' showing 8 users for 'Seattle' and 'User licenses' showing 13 users with licenses. At the bottom, there are sections for 'Service health' (showing 'Exchange Online' with a warning icon) and 'Your domains' (showing 'M365x145152.onmicrosoft.com').

User management Delegate365



Delegate365 atwork 🔔 ✉️ 0 👤 admin@M365x145152.onmicrosoft.com

D365 admin center «

- 🏠 dashboard
- 🔒 administration ▾
- 🏡 Service health
- 📊 reports ▾
- 👤 users
- 📄 licenses ▾
- 👥 groups ▾
- 🏠 more ▾
- 🛠️ support

Users

Manage your users here. You can add and edit user properties, reset passwords and customize group memberships and aliases. 📺 see video

Select a view:

+ ↻ ✕ Show 10 of 8 entities

<input type="checkbox"/>	DISPLAY NAME ↕	USER PRINCIPAL NAME ↕	LICENSES ↕	OU ↕	TYPE	STATUS ↕	
<input checked="" type="checkbox"/>	Alex Wilber	AlexW@M365x145152.onmicrosoft.com	Enterprise E5 (with dial-in conferencing)	Seattle	User	Cloud	Alex Wilber AlexW@M365x145152.onmicrosoft.com
<input type="checkbox"/>	Christie Cline	ChristieC@M365x145152.onmicrosoft.com	Enterprise E5 (with dial-in conferencing)	Seattle	User	Cloud	✏️ Edit
<input type="checkbox"/>	Henrietta Mueller	HenriettaM@M365x145152.onmicrosoft.com		Seattle	User	Cloud	👤 Switch OU
<input type="checkbox"/>	Isaiah Langer	IsaiahL@M365x145152.onmicrosoft.com	Enterprise E5 (with dial-in conferencing)	Seattle	User	Cloud	🔑 Reset Password
<input type="checkbox"/>	Lee Gu	LeeG@M365x145152.onmicrosoft.com	Enterprise E5 (with dial-in conferencing)	Seattle	User	Cloud	🔑 Password Policy
<input type="checkbox"/>	Miriam Graham	MiriamG@M365x145152.onmicrosoft.com	Enterprise E5 (with dial-in conferencing)	Seattle	User	Cloud	📄 Licenses
<input type="checkbox"/>	Debra Berger	DebraB@M365x145152.onmicrosoft.com	Enterprise E5 (with dial-in conferencing)	Seattle	User	Cloud	📧 Email address
<input type="checkbox"/>	Lidia Holloway	LidiaH@M365x145152.onmicrosoft.com	Enterprise E5 (with dial-in conferencing)	Seattle	User	Cloud	📧 Mailbox

🔒 MFA
👥 Member of
📧 Convert to shared mailbox
📧 Convert to resource mailbox
🗑️ Delete

First Previous **1** Next Last

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Note the features (if permitted)

(Manual) License management in Delegate365



The screenshot shows the Delegate365 interface for managing licenses for a user. The left sidebar contains navigation options: D365 admin center, dashboard, administration, reports, users, assign licenses, license statistics, distribution groups, dynamic groups, security groups, shared mailboxes, resources, contacts, and license orders. The main content area is titled 'Users' and shows a list of users. The user 'Alan Steiner' is selected, and the 'Assign License' panel is open on the right. A yellow callout box points to the 'Set user location' dropdown, which is set to 'UNITED STATES'. The license list includes 'Enterprise E5 (with dial-in conferencing) (3 of 10 used)' and various Microsoft services like Teams, ADALLOM, Office 365 Advanced eDiscovery, etc.

Assign License

AS Alan Steiner
alans@CIE123815.onmicrosoft.com

Set user location
UNITED STATES

Enterprise E5 (with dial-in conferencing) (3 of 10 used) ^

- TEAMS1
- ADALLOM_S_0365
- Office 365 Advanced eDiscovery
- Customer Lockbox
- Delve Analytics
- SWAY
- Exchange Online Advanced Threat Protection
- Skype for Business Cloud PBX
- Skype for Business PSTN Conferencing
- Power BI Pro
- Mobile Device Management for Office 365
- Office 365 Planner Preview
- Azure Rights Management
- Yammer
- Office 365 ProPlus
- Skype for Business Online (Plan 2)
- Exchange Online (Plan 2)
- SharePoint Online (Plan 2)
- Office Web Apps

Power BI Pro (2 in use) v

Microsoft Dynamics CRM Online (3 in use) v

Project Online (Plan 2) (3 in use) v

Note license quotas and license restrictions

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Licenses overview in Delegate365



Delegate365 atwork admin@CIE123815.onmicrosoft.com

Portal Administrator Dashboard
These tables show the license usage statistics for each OU broken down by usage and license type.

Delegate license

User limit	Used
100	7

New York

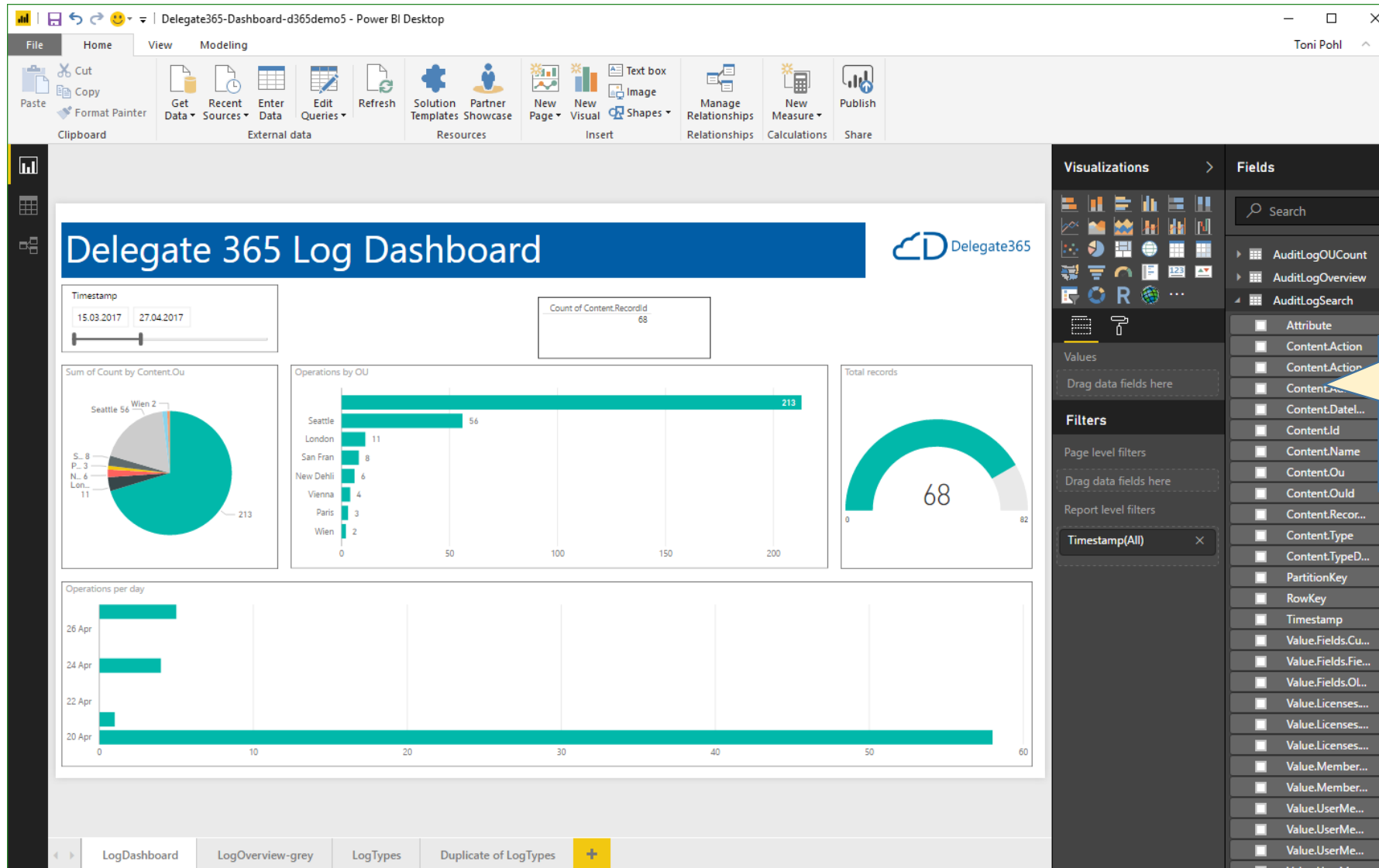
Type	Used
User	4
Distribution Groups	2
Resources	0
Shared Mailboxes	0
Security Groups	1
Contacts	2
Dynamic Groups	1

License Display Name **License Limit** **Used**

Enterprise E5 (with dial-in conferencing)	10	3
Power BI Pro		2
Microsoft Dynamics CRM Online		3
Project Online (Plan 2)		3
Enterprise Mobility Suite		3
MCOPSTN2		0

statistics with quota and usage for cost center billing

Direct access to audit logs of Delegate365



Use Power BI or other tools for further reporting

Benefits of Delegate365



Added Value

Easy usage, ready to use in minutes

Portal for common tasks

Auditing

Automation: Automatic assignment of users and groups

Automation: Custom PowerShell scripts can be executed additionally if needed

Where is Delegate365 hosted?



Hosting

Delegate365 is provided as Software-as-a-Service (no installation needed)

Runs completely in Microsoft Azure

Runs in a Microsoft datacenter of the customers choice

Updates are announced in the changelog and are automatically installed

How is security in Delegate365?



Security 1

Login with built-in-security and Office 365 credentials (with MFA if needed)

Single Sign On authentication experience

Scope Administrators usually do not have any role in Office 365 (and cannot break anything)

Check out the White Paper for the concept of Delegate365:
<http://bit.ly/d365whitepaper>

All operations are made against the API's provided by Microsoft via secure HTTPS requests.

How is security in Delegate365?



Security 2

Delegate365 stores just minimal data for caching such as Object IDs, UPN and OU assignments

Configuration data is always encrypted in Delegate365

Operational data never leaves the Microsoft datacenter (except Audit Logs are downloaded by the admins from the storage - access is provided with SAS Token with expiration date)

Separation of data: Each customer gets his own instance of Delegate365 with his own portal website and his own database. There's no multitenant environment, each site is dedicated.

For more information about security and compliance standards used pls. refer to the Microsoft Azure Trust Center: Compliance at <http://azure.microsoft.com/en-us/support/trust-center/compliance/>.

Support and SLA of Delegate365?



Service&Support

atwork supports for the initial configuration

atwork offers optional support for Delegate365, as for example, 3 hours per month with a reduced price.

A support ticket can be opened directly in Delegate365 or by sending an email

General updates are automatically provided and are cost free for all customers

Individual updates can be requested if needed

By default Delegate365 is based on the Microsoft SLA for one Web App. See more about Azure Service Level Agreements at <http://azure.microsoft.com/en-us/support/legal/sla/>

Backup of Delegate365?



Backup

As Delegate365 is running on Azure as SaaS solution there's usually no need to take care of backup and restore scenarios on the customer side

The services itself are designed to be up and running 24/7

atwork does run backup jobs of the Delegate365 database on a daily basis in Azure

Users, Groups and Licenses are not stored in Delegate365 but in Office 365.

A potential data loss of Delegate365 in the worst case means only a reconfiguration of Delegate365. Users can continue to work with Office 365 services as before

Licensing of Delegate365?



Licenses

The licensing is at user base for the number of users that are to be managed with Delegate365. See <http://delegate365.com/prices>

The number of licenses in Delegate365 must not be identical with Office 365 licenses (but mostly is)

The number of Delegate365 user licenses can be increased anytime

Additional licenses will be added starting with the agreed date for the rest of the run time (until the end of the first year)

Conditions for ordering Delegate365^{atwork}

Order conditions

To receive a quote or to order Delegate365, pls. contact us at office@atwork.at

Payment is yearly

Service will automatically renew after one year and can be terminated on a quarterly basis after the end of the first year

Payment can be made by bank transfer or through PayPal

After payment, the provisioning of Delegate365 is done instantly (usually within one work day)

Order workflow of Delegate365



Starting...

After payment, the customer receives a link to an online form to define the details of his Delegate365 instance (desired data center, name of the URL, technical contact, etc.)

Once the definition is made, the provisioning of Delegate365 is done instantly (usually within one work day)

The customer gets an email with the access data can start use Delegate365

atwork can support for the initial setup if needed

Usually, most customers start with a clean, new instance of Delegate365 (and not with a takeover of the trial data)

More information



Resources

Website <http://bit.ly/d365web>

FAQs <http://bit.ly/d365faq>

Videos <http://bit.ly/d365videos>

Changelog <http://bit.ly/d365changelog>

Pricing <http://bit.ly/d365prices>

Blog Changelog <http://bit.ly/d365blognews>

Blog RSS-feed <http://bit.ly/d365blog>

Open a Trial <http://bit.ly/d365trial>

White Paper <http://bit.ly/d365whitepaper>

Overview <http://bit.ly/d365overview>

Contact <http://bit.ly/d365contact>



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Check it out at
<http://delegate365.com>

In case of questions,
please contact us at
office@atwork.at

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