

Office 365 E1 and Microsoft 365 Business Basic Features Comparison

Functionality	Shared features	Available in Office 365 E1 only
Microsoft 365 Apps	<ul style="list-style-type: none"> Office mobile apps Office Online Visio Online 	<ul style="list-style-type: none"> None
Email, calendar, and scheduling	<ul style="list-style-type: none"> 50 GB Exchange Mailbox 50 GB Exchange Online Archiving Exchange Online Protection Shifts 	<ul style="list-style-type: none"> None
Meetings, calling, and chat	<ul style="list-style-type: none"> Teams (chat, meetings, recordings) 	<ul style="list-style-type: none"> Teams Webinars* Live Events functionality
Social, intranet, and storage	<ul style="list-style-type: none"> SharePoint 1 TB OneDrive storage 	<ul style="list-style-type: none"> None
Knowledge, insights, and content	<ul style="list-style-type: none"> Graph API Stream Forms Lists Delve 	<ul style="list-style-type: none"> None
Analytics	<ul style="list-style-type: none"> Viva Insights Productivity/Security Score 	<ul style="list-style-type: none"> None
Project and task management	<ul style="list-style-type: none"> Planner To-Do 	<ul style="list-style-type: none"> Briefing Email*
Automation, app building, and chatbots	<ul style="list-style-type: none"> Power Apps Power Automate Power Virtual Agent for Teams 	<ul style="list-style-type: none"> None
Endpoint and app management	<ul style="list-style-type: none"> Mobile Device Management 	<ul style="list-style-type: none"> None
Identity and access management	<ul style="list-style-type: none"> Multi-factor Authentication 	<ul style="list-style-type: none"> User Provisioning* Self Service Password Reset* On-premises Active Directory sync for Single Sign On (SSO)*
Information governance	<ul style="list-style-type: none"> Teams message retention 	<ul style="list-style-type: none"> Manual retention labels*
eDiscovery and auditing	<ul style="list-style-type: none"> Content search and basic audit 	<ul style="list-style-type: none"> None

*Feature available in Microsoft 365 Business Premium, for which nonprofits are eligible for a grant of up to 10 licenses.