

New Tech on Deck: Microsoft Office 365

To coincide with the move to our new office in Radnor, we're putting a technology upgrade into place that will make the entire eMoney team more productive and organized—and thanks to a lot of preparation and planning by our IT team, the impact on eMoney employees will be minimal as it's introduced. This article will provide you with all the info you'll need on these helpful new enhancements!

Microsoft Office 365

What: CorpOps will be upgrading everyone's current version of Microsoft Office to [Office 365](#), Microsoft's latest productivity suite. In addition to including optimized and updated versions of Outlook, Word, Excel, and PowerPoint, Office 365 gives you access to full online versions of each of these programs. That means that you can save your files to the cloud for easy access from home or the office. Your Outlook mailbox storage will also be increased for your convenience, something we know everyone will be happy about!

But we're not stopping there. Starting at the beginning of 2016, we'll be rolling out access to two new programs from the Office 365 Suite: [SharePoint](#) for improved collaboration and document management, and [Skype for Business](#) for upgraded online meeting capabilities.

How: Each eMoney employee will receive a notification when it's time for them to upgrade, and a member of the CorpOps team will assist them with every step of the process. Since the new email interface will be nearly identical to the one you currently use, you won't need to worry about taking time to learn an entirely new system.

When: These upgrades will be gradually rolled out to a handful of users a day until the project is complete. While CorpOps is still working out a few licensing issues, they expect the process to begin by the end of November.

We'll keep you updated on other upgrades and changes that are in store as we receive more concrete information. In the meantime, please send your questions on these technology upgrades to CorpOps@emoneyadvisor.com or call extension 4004.