

MICROSOFT 365 FOR SMALL BUSINESSES

Business Basic, Standard and Premium at a glance

What each plan includes, as of October 2026. All three are for up to 300 users.

	Basic	Standard	Premium
Email, Teams, OneDrive and SharePoint	✓	✓	✓
Web and mobile Office apps	✓	✓	✓
Desktop Office apps Word, Excel, PowerPoint and more	—	✓	✓
Bookings, Forms, Planner and Lists	✓	✓	✓
Loop workspaces and Clipchamp	—	✓	✓
Copilot Chat with a work account	✓	✓	✓
Intune device management	—	—	✓
Conditional Access Microsoft Entra ID P1	—	—	✓
Defender for Business Endpoint protection for computers	—	—	✓
Defender for Office 365 Plan 1	—	—	✓
Data loss prevention Microsoft Purview	—	—	✓



Every plan is sold with or without Teams. Check Microsoft's comparison page before you buy.



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