

# Microsoft Office 365 Applications Lightning Round

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Presented By  
John H. Higgins, CPA.CITP

# John H. Higgins, CPA.CITP Strategic Technology Advisor



[jhiggins@cpacrossings.com](mailto:jhiggins@cpacrossings.com)

Strategic technology advisor to the profession w/ 35+ years of experience

Nationally recognized author and presenter on CPA technology

Former National Mid-market Technology Partner - BDO

Cygnus Media Top 25 Thought Leader for the profession

AICPA Business & Industry Hall of Fame Inductee

MICPA Innovative User of Technology Award

Past Chair of the Michigan Association of CPAs

Passionate advocate for the CPA profession!



# Learning Goals

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After attending this presentation, you will ...

- recognize the value proposition of leveraging the collection of apps that make up the Microsoft 365 ecosystem
- be able to identify the Microsoft 365 apps that will be useful to your organization

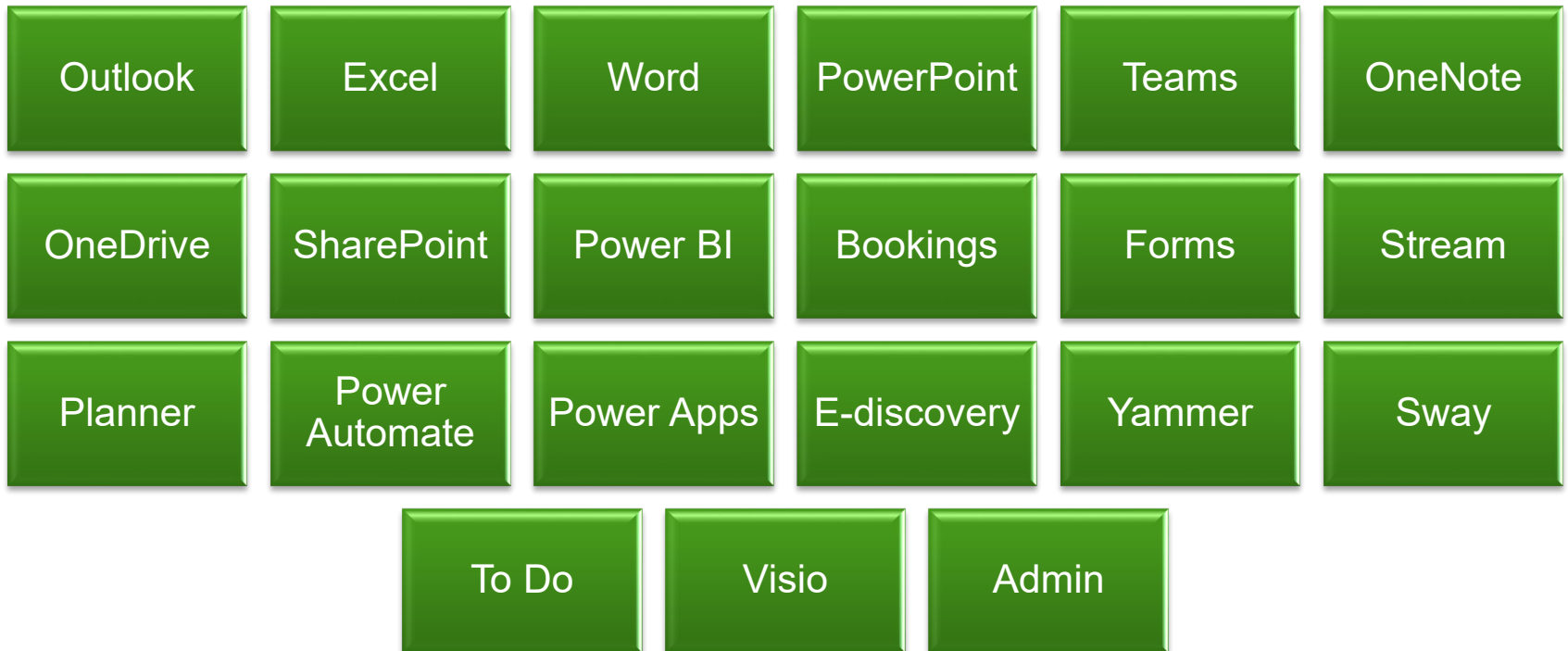
# Presentation Outline

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- [Microsoft 365 Apps Collection](#)
- [Group Lab Exercise](#)
- [Subscription Plans](#)
- [Wrap-Up](#)

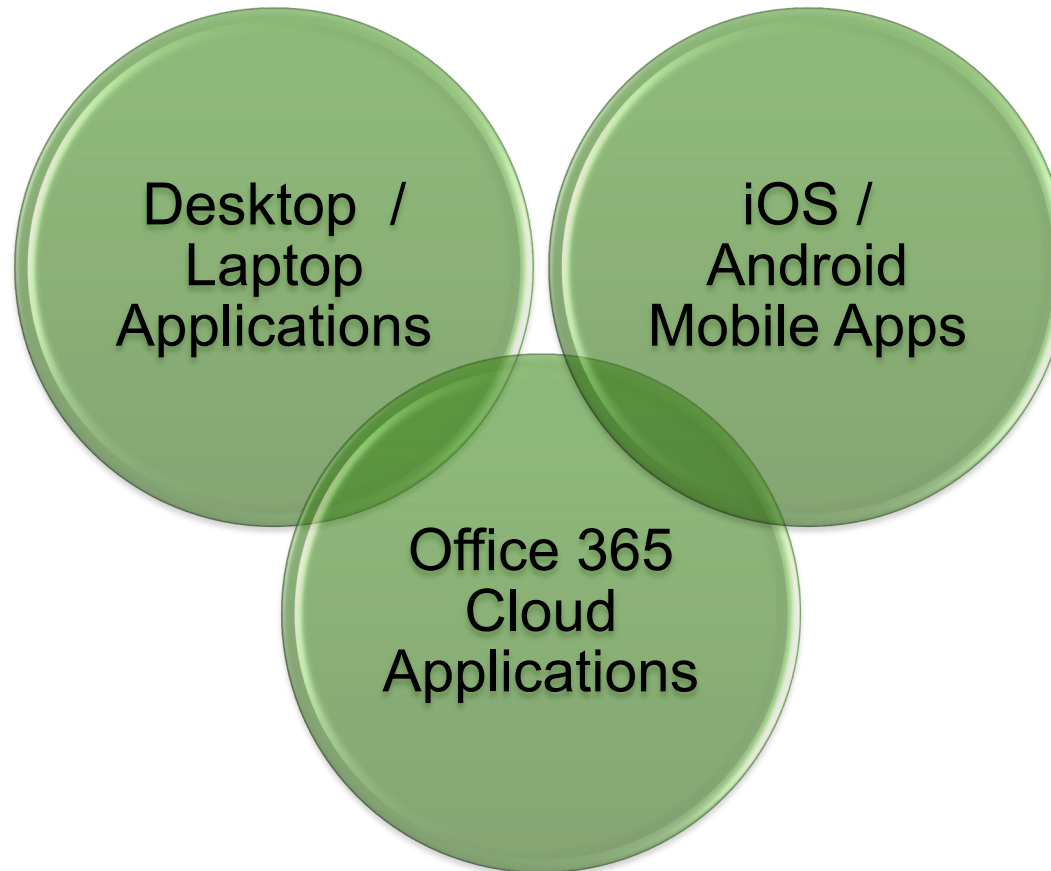
# Microsoft 365 App Collection

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# Microsoft 365 Apps

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# Group Lab Exercise

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- Create a team
- Create an Excel workbook
- Store the workbook in SharePoint
- Launch OneNote app
- Create a form
- Add task to To Do app



# Microsoft 365 Subscription Plans

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There are over a dozen different plan options

You can have a different subscription plan for everyone

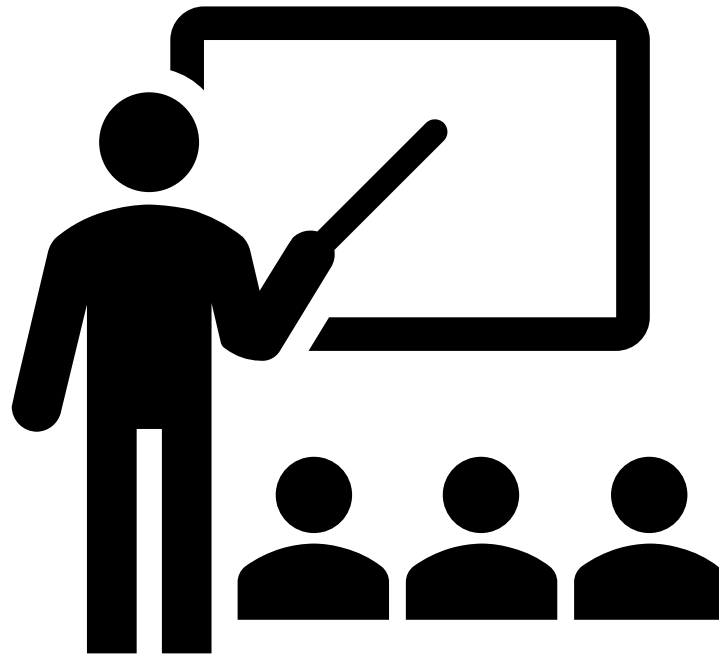
Business plans range from \$6 to \$57 per user, per month

Free 24/7 support included



# WRAP-UP

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# Presentation Wrap-Up

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- Microsoft 365 offers a compelling value proposition
- If you already subscribe, commit to get more value from it
- Stay tuned for Microsoft Co-Pilot (Chat GPT AI technology embedded within Microsoft 365)

# Questions ?

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# THANK YOU!

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