



"Your email and office suite shouldn't cost an arm and a leg. Looking for a Microsoft 365 alternative?"

Try our secure email solution, with an online office suite, file management,
and meetings that doesn't hurt your budget!

Check out our feature comparison table with **Microsoft 365**"

Details/Plans	Microsoft 365 Business Basic (without teams) \$4.40 user/month Price billed annually (USD)	Microsoft 365 E3 (without teams) \$27.45 user/month Price billed annually (USD)	Workplace Standard \$3 user/month Price billed annually (USD)	Workplace Professional \$6 user/month Price billed annually (USD)
Storage				
Mail storage/user	50 GB	100 GB	30 GB	100 GB
File storage/user	1 TB	1.5TB <5 users	10 GB	100 GB
Additional storage add-on	✓	✓	✓	✓
Integrated Mobile app	✗	✗	✓	✓
SAML based SSO	✓	✓	✓	✓
Email and Calendar				
Webmail	✓	✓	✓	✓
Attachment limit	150 MB	150 MB	Up to 500 MB	Up to 1 GB
Email aliases and groups	✓	✓	✓	✓
Scheduling and reminders	✓	✓	✓	✓
Email recall and undo send	✓	✓	✓	✓
Custom domain	✓	✓	✓	✓
Mobile and desktop apps	✓	✓	✓	✓
TLS Encryption	✓	✓	✓	✓



Details/Plans	Microsoft 365 Business Basic (without teams) \$4.40 user/month Price billed annually (USD)	Microsoft 365 E3 (without teams) \$27.45 user/month Price billed annually (USD)	Workplace Standard \$3 user/month Price billed annually (USD)	Workplace Professional \$6 user/month Price billed annually (USD)
S/MIME	✓	✓	✗	✓
Archival	As an add-on	✓	✗	✓
Email retention and holds	✗	✓	✗	✓
eDiscovery	✓	✓	✗	✓
Email recovery	As an add-on	As an add-on	✗	✓
Data loss prevention	✗	✓	In development	In development
Email sharing and commenting	✗	✗	✓	✓
Delegate mailbox	✓	✓	✓	✓
Group mailboxes	✓	✓	✓	✓
Out-of-office replies	✓	✓	✓	✓
POP and IMAP	✓	✓	✓	✓
ActiveSync	✓	✓	✓	✓
Attachment viewer	✗	✗	✓	✓
Task management	✓	✓	✓	✓
Recurring tasks	✓	✓	✓	✓
Unified tasks view	✓	✓	✓	✓
Notes	✓	✓	✓	✓
Group Calendars	✓	✓	✓	✓
Calendar Sync	✓	✓	✓	✓



Details/Plans	Microsoft 365 Business Basic (without teams) \$4.40 user/month Price billed annually (USD)	Microsoft 365 E3 (without teams) \$27.45 user/month Price billed annually (USD)	Workplace Standard \$3 user/month Price billed annually (USD)	Workplace Professional \$6 user/month Price billed annually (USD)
Resource Booking	✓	✓	✓	✓
Advanced Threat Protection	As an add-on	As an add-on	✓	✓
Malware detection	✓	✓	✓	✓
Anti-spam and anti-phishing	✓	✓	✓	✓
Real-time Spam reports	✓	✓	✓	✓
Customizable spam control settings	✓	✓	✓	✓
Threat trackers	✗	In Plan 2 only	✗	✗
Automated Incident Response	✗	In Plan 2 only	✗	✗
Attack simulator	✗	In Plan 2 only	In development	In development
Online Office Applications				
Word Processor	✓	✓	✓	✓
AI writing assistant	✓	✓	✓	✓
Spreadsheet	✓	✓	✓	✓
Presentation tool	✓	✓	✓	✓
Real-time co-authoring	✓	✓	✓	✓
Advanced Collaboration features	Not available on web	Not available on web	✓	✓
Mail merge	Not available on web	Not available on web	✓	✓
Word processor offline	Not available on web	Not available on web	✓	✓



Details/Plans	Microsoft 365 Business Basic (without teams) \$4.40 user/month Price billed annually (USD)	Microsoft 365 E3 (without teams) \$27.45 user/month Price billed annually (USD)	Workplace Standard \$3 user/month Price billed annually (USD)	Workplace Professional \$6 user/month Price billed annually (USD)
External sharing	✓	✓	✓	✓
Spreadsheet Data cleaning	✓	✓	✓	✓
Smart spreadsheet data cleaning	✗	✗	✓	✓
VBA and Macro Scripting	✓	✓	✓	✓
Broadcast presentation	Not available on web	Not available on web	✓	✓
Create custom animations	Not available on web	Not available on web	✓	✓
Business chat				
Instant Messaging	✗	✗	✓	✓
Audio and Video calls	✗	✗	✓	✓
Audio & video meetings	✗	✗	100 participants	1000 active participants, 10,000 viewers
Public and private channels	✗	✗	✓	✓
Screen sharing	✗	✗	✓	✓
Remote work module	✗	✗	✓	✓
Chatbots	✗	✗	✓	✓
Dark and night mode	✗	✗	✓	✓
Cross platform support	✗	✗	✓	✓
Meetings				
Video conferencing	✗	✗	Up to 10 participants	Up to 100 participants
Virtual backgrounds	✗	✗	✓	✓



Details/Plans	Microsoft 365 Business Basic (without teams) \$4.40 user/month Price billed annually (USD)	Microsoft 365 E3 (without teams) \$27.45 user/month Price billed annually (USD)	Workplace Standard \$3 user/month Price billed annually (USD)	Workplace Professional \$6 user/month Price billed annually (USD)
Meeting recording	✗	✗	✓	✓
Meeting chats and notes	✗	✗	✓	✓
Collaborative white board	✗	✗	✓	✓
Screen sharing	✗	✗	✓	✓
File sharing during meeting	✗	✗	✓	✓
File management				
External sharing	✓	✓	✓	✓
File preview	✓	✓	✓	✓
Roles and permissions	✓	✓	✓	✓
Version history	✓	✓	✓	✓
Activity Notifications	✓	✓	✓	✓
Unread Notifications tab	✗	✗	✓	✓
Granular control	✓	✓	✓	✓
Native app for PC and Phone	✓	✓	✓	✓
Social Intranet				
Files and Libraries	✓	✓	✗	✓
Feed, announcements, news	✓	✓	✗	✓
Forums and Townhalls	✗	✓	✗	✓
External access	✓	✓	✗	✓



Details/Plans	Microsoft 365 Business Basic (without teams) \$4.40 user/month Price billed annually (USD)	Microsoft 365 E3 (without teams) \$27.45 user/month Price billed annually (USD)	Workplace Standard \$3 user/month Price billed annually (USD)	Workplace Professional \$6 user/month Price billed annually (USD)
Support and Migration				
24/7 Support (email, chat, call)	✓	✓	✓	✓
99.9% uptime guarantee	✓	✓	✓	✓
Migration tool	✓	✓	✓	✓
Help center	✓	✓	✓	✓
Status Dashboard	Admin only	Admin only	✓	✓
Community /Forum support	✓	✓	✓	✓
Security and Compliance				
End-to-end encryption and EAR	✓	✓	✓	✓
TFA	✓	✓	✓	✓
IP restrictions and suspicious login alerts	✓	✓	✓	✓
ISO 27017	✓	✓	✓	✓
ISO 27018	✓	✓	✓	✓
SOC 2 Type II	✓	✓	✓	✓
GDPR	✓	✓	✓	✓
CCPA	✓	✓	✓	✓
In-house Integrations				
CRM Software solution	Dynamics 365	Dynamics 365	Zoho CRM	Zoho CRM
Help desk solution	Help desk plus	Help desk plus	Zoho Desk	Zoho Desk



Details/Plans	Microsoft 365 Business Basic (without teams) \$4.40 user/month Price billed annually (USD)	Microsoft 365 E3 (without teams) \$27.45 user/month Price billed annually (USD)	Workplace Standard \$3 user/month Price billed annually (USD)	Workplace Professional \$6 user/month Price billed annually (USD)
Digital signing service	×	×	Zoho Sign	Zoho Sign
Remote support and access software	Microsoft remote desktop	Microsoft remote desktop	Zoho Assist	Zoho Assist
Online expense and reporting	Microsoft Spend	Microsoft Spend	Zoho Expense	Zoho Expense
Password Managing software	×	×	Zoho Vault	Zoho Vault
Inventory management software	Dynamics 365 inventory management systems basic	Dynamics 365 inventory management systems basic	Zoho Inventory	Zoho Inventory
Recurring billing and subscription management app	×	×	Zoho Billing	Zoho Billing
Recruitment software	Microsoft Dynamics ATS	Microsoft Dynamics ATS	Zoho Recruit	Zoho Recruit
Billing and invoice software	Invoice 360	Invoice 360	Zoho Invoice	Zoho Invoice
Project Management software	MS project	MS project	Zoho Projects	Zoho Projects
Agile planning and tracking tool	MS project	MS project	Zoho Sprints	Zoho Sprints
Accounting software	Dynamics 365 Business Central	Dynamics 365 Business Central	Zoho books	Zoho books
Forms	Microsoft forms	Microsoft forms	Zoho Forms	Zoho Forms
Website builder	Microsoft Power Pages	Microsoft Power Pages	Zoho Sites	Zoho Sites
Note taking service	OneNote	OneNote	Zoho Notebook	Zoho Notebook

Note : This comparison has been made based on the information available in the competitor's website and may not include any modifications made later.

* 24x7 call support and live chat support | # Features available for early access on request.

Join the 10 million users who trust their email with us!

SIGN UP NOW