

Microsoft 365 Business Plans

Full feature comparison - Business Basic, Business Standard and Business Premium

Teams-inclusive plans. Microsoft 365 Copilot licence is not included in the plans compared in this document.

At a glance

Feature	Business Basic	Business Standard	Business Premium
Best for	Cloud-first: email, Teams and browser/mobile Office	Full desktop Office apps	Office plus advanced security and device management
Business email	Included	Included	Included
Teams	Included	Included	Included
Desktop Office apps	No	Yes	Yes
1 TB OneDrive/user	Yes	Yes	Yes
Intune + Conditional Access	No	No	Yes
Advanced endpoint/email security	No	No	Yes

Users, devices & storage

Feature	Business Basic	Business Standard	Business Premium
Maximum users	Up to 300	Up to 300	Up to 300
Microsoft Teams	Included	Included	Included
Microsoft 365 Copilot licence	Not included	Not included	Not included
Microsoft 365 Copilot Chat	Included	Included	Included
Cloud storage	1 TB OneDrive/user	1 TB OneDrive/user	1 TB OneDrive/user
Desktop device installs	Web/mobile apps only	Up to 5 PCs/Macs/user	Up to 5 PCs/Macs/user
Tablet/mobile installs	Mobile apps supported	Up to 5 tablets + 5 phones/user	Up to 5 tablets + 5 phones/user

Microsoft 365 apps

Feature	Business Basic	Business Standard	Business Premium
Word	Web and mobile	Desktop, web and mobile	Desktop, web and mobile
Excel	Web and mobile	Desktop, web and mobile	Desktop, web and mobile
PowerPoint	Web and mobile	Desktop, web and mobile	Desktop, web and mobile
Outlook	Web and mobile	Desktop, web and mobile	Desktop, web and mobile
OneNote	Web and mobile	Desktop, web and mobile	Desktop, web and mobile
Access	Not included	Desktop - Windows only	Desktop - Windows only
Microsoft Loop	Included	Included	Included
Microsoft Clipchamp	Limited / plan-dependent	Included	Included

Email, calendar & scheduling

Feature	Business Basic	Business Standard	Business Premium
Exchange Online	Plan 1	Plan 1	Plan 1
Custom domain business email	Included	Included	Included
Primary mailbox	50 GB	50 GB	50 GB
Outlook calendar	Included	Included	Included
Shared mailboxes	Supported	Supported	Supported
Distribution groups	Supported	Supported	Supported
Spam and malware filtering	Included	Included	Included
Microsoft Bookings	Included	Included	Included
Microsoft Shifts	Included with Teams	Included with Teams	Included with Teams
Exchange Online Archiving	Not included	Not included	Included

Teams & collaboration

Feature	Business Basic	Business Standard	Business Premium
Teams chat and channels	Included	Included	Included
Audio/video meetings	Included	Included	Included
Screen sharing	Included	Included	Included
Meeting recording	Included	Included	Included
File collaboration in Teams	Included	Included	Included
Private/shared channels	Included	Included	Included
Webinars	Included	Included	Included
Teams Phone / PSTN calling	Add-on required	Add-on required	Add-on required
Teams Premium	Add-on	Add-on	Add-on
SharePoint Online	Included	Included	Included
SharePoint team sites/document libraries	Included	Included	Included
External file sharing	Included	Included	Included
Real-time co-authoring	Included	Included	Included

Business productivity apps

Feature	Business Basic	Business Standard	Business Premium
Microsoft Forms	Included	Included	Included
Microsoft Planner	Included	Included	Included
Microsoft To Do	Included	Included	Included
Microsoft Lists	Included	Included	Included
Power Automate for Microsoft 365	Included capabilities	Included capabilities	Included capabilities
Power Apps for Microsoft 365	Included capabilities	Included capabilities	Included capabilities
Dataverse for Teams	Included	Included	Included
Visio for the web	Basic capabilities	Basic capabilities	Basic capabilities

Identity, access & device management

Feature	Business Basic	Business Standard	Business Premium
Microsoft Entra ID	Core / Free	Core / Free	Entra ID Plan 1
Multi-factor authentication	Included	Included	Included + advanced controls
Security Defaults	Supported	Supported	Supported
Conditional Access	Not included	Not included	Included
Microsoft Intune Plan 1	Not included	Not included	Included
Windows device management	Basic capabilities	Basic capabilities	Full Intune management
macOS management	Not included	Not included	Included via Intune
iOS/iPadOS management	Limited/basic	Limited/basic	Included via Intune
Android management	Limited/basic	Limited/basic	Included via Intune
Mobile Application Management	Not included	Not included	Included
App protection policies	Not included	Not included	Included
Device compliance policies	Not included	Not included	Included
Configuration profiles	Not included	Not included	Included
Conditional Access based on device compliance	Not included	Not included	Included

Security & threat protection

Feature	Business Basic	Business Standard	Business Premium
Exchange Online Protection	Included	Included	Included
Defender for Office 365 Plan 1	Not included	Not included	Included
Safe Attachments	Not included	Not included	Included
Safe Links	Not included	Not included	Included
Advanced anti-phishing / impersonation protection	Not included	Not included	Included
Microsoft Defender for Business	Not included	Not included	Included
Endpoint detection and response (EDR)	Not included	Not included	Included
Threat and vulnerability management	Not included	Not included	Included
Attack surface reduction	Not included	Not included	Included
Automated investigation and remediation	Not included	Not included	Included

Information protection & compliance

Feature	Business Basic	Business Standard	Business Premium
Microsoft Purview capabilities	Core capabilities	Core capabilities	Enhanced business capabilities
Data Loss Prevention	Limited/core	Limited/core	Included business capabilities
Information Protection	Limited/core	Limited/core	Enhanced capabilities
Sensitivity labels	Core capabilities	Core capabilities	Enhanced capabilities
Retention	Core capabilities	Core capabilities	Enhanced capabilities
eDiscovery	Core capabilities	Core capabilities	Enhanced capabilities
Legal hold / advanced retention scenarios	Limited	Limited	Enhanced capabilities

Important notes

- This comparison covers Microsoft 365 Business Basic, Business Standard and Business Premium plans that include Microsoft Teams. Separate no-Teams SKUs are not covered.
- Microsoft 365 Copilot is not included in the plans compared in this document.
- Microsoft 365 Business plans support up to 300 users. Individual services and security/compliance capabilities can have additional licensing, technical or configuration requirements.
- Microsoft changes product names, inclusions and service capabilities over time. Availability can vary by platform, operating system, tenant configuration and region.
- This is a practical customer comparison, not a complete Microsoft licensing statement. Specific compliance, security or licensing requirements should be confirmed against the applicable Microsoft service description before purchase.

Feature information reviewed September 2026.

Prepared for Domain Central customers.