



next I.T.

9 myths about moving to the cloud

What small and medium-size businesses need to know about moving to Microsoft Office 365





Most companies need the agility and cost savings that come with switching to Microsoft Office 365. But with the contradictory information out there, not many understand what making the switch to the cloud really means.

Follow this myth-busting guide to get the facts on [Office 365](#).



9 myths about moving to the cloud

01. Cloud migration is too complex
02. Keeping data on-premises is safer
03. There's nothing private about the cloud
04. Dealing with the cloud is just another hassle
05. It's cloud or nothing
06. It's only online
07. It's the same old Skype
08. Email is still just email
09. Continuous updates can break business-critical apps





Myth 1 Cloud migration is too complex

Fact

Office 365 comes with a dedicated team that will help you every step of the way

Some people think “going cloud” might be daunting, but when you decide to make the move, you won’t be alone.

From information and tips on firewall configurations to reverse proxy requirements and migration possibilities with a phased approach, we’ve created several paths you can follow.

We provide an array of online tools to help you, too. The best place to begin is with [our video guide](#) to getting started with Office 365.

We also have information on how to [set up Office 365](#) in our Admin Help Center, where you can learn more about each application and find tips on how to get your teams excited to use Office 365.



Myth 2 Keeping data on-premises is safer

Fact

Office 365 has dedicated security most IT departments can't match

"It's becoming increasingly clear that on-premises systems aren't inherently more secure than they'd be in the cloud," says Mark Anderson, founder of the INVNT/IP Global Consortium, a group of governments and security experts dedicated to the cybertheft problem. Anderson goes further: "Many companies are routinely hacked and don't know it."

Security has grown into a full-time job. That's why Microsoft finds the best and brightest in the field to be your personal experts. Our dedicated security team uses processes such as the [Security Development Lifecycle](#), traffic throttling, and preventing, detecting, and mitigating breaches, which many companies don't have the resources to ensure.

Additionally, we staff industry-leading regulatory compliance experts, which means we know and keep up to date with the latest regulations and rules, like the General Data Protection Regulation (GDPR) and Health Insurance Portability and Accessibility Act (HIPAA).

To learn more about Office 365 security and compliance, visit the [Office 365 Trust Center](#).



Myth 3 There's nothing private about the cloud

Fact

Office 365 provides strong security for your data

It might be our cloud, but it's your data. That's why your IT team manages access, sets up rights and restrictions, and provides smartphone access. It's also why your company remains the sole owner and you retain the rights, title, and interest in the data stored.

What do we do?

We ensure strict controls and design elements that prevent the mingling of your data with that of other organizations. And we ensure that our datacenter staff does not have access to your data. Additionally, if a customer experiences monthly uptime that is less than 99.9 percent, we compensate that customer through service credits.

Microsoft is the first major cloud provider to adopt [the world's first international standard for cloud privacy](#). The standard establishes a uniform, international approach to protecting privacy for personal data stored in the cloud.

It reinforces that:

- You are in control of your data.
- You know what's happening with your data.
- You take your data with you if you ever choose to leave the service.
- Your data won't be used for advertising.
- We encourage government inquiry to be made directly to you unless legally prohibited and will challenge attempts to prohibit disclosure in court.



Myth 4 Dealing with the cloud is just another hassle

Fact

Office 365 cuts down on hardware and upgrade headaches

When you move to the cloud, the inconveniences of maintaining hardware and upgrading software are a thing of the past. Now your team can focus on being a business rather than a repair service. That means more time spent improving business operations and launching initiatives. Instead of spending ever-larger portions of your capital budget on servers for email storage and workloads, you can think strategically and support managers with more agility.





Myth 5 It's cloud or nothing

Fact Office 365 implementations usually start with a hybrid approach

The hybrid cloud creates a consistent platform that simplifies IT and delivers apps and data to users on virtually any device, from anywhere. It gives you the control to deliver the computing power and capabilities your business demands.

Each company takes a different path when moving to the cloud, and the time it takes to migrate those workloads varies. Microsoft helps you move things like email (Exchange) or file sync (OneDrive for Business) and then helps you figure out the right long-term plan for larger or more difficult projects.

No one ever said companies should forklift the entire business to the cloud overnight. That's why most implementations start with a hybrid approach, moving a single application, like email, and growing from there. Knowing you can always scale up or down as needed should give your business the peace of mind it wants.



Myth 6 It's only online

Fact

Office 365 allows you to work online and offline

Once you sign up, you can use apps like Word, Excel, PowerPoint, Outlook, and OneNote offline as well as online. Just store documents using OneDrive to get access, and the next time you connect to the internet, any documents you edited offline will upload automatically.



Myth 7 It's the same old Skype

Fact Office 365 has Microsoft Teams, which is more like hyper-Skype

Teams is built on a new, cutting-edge Skype infrastructure for enterprise-grade voice and video communications for meetings with your team. This next-gen technology provides a richer, more immersive meeting experience.

Workers can add PowerPoint documents with animations via desktop or mobile. With one click, they can start an IM chat, share documents, or set up an online meeting. They can even share and review conversation history before a meeting. That, along with high-fidelity imagery and the ability to view the same information, means it doesn't matter whether someone's in the office or on a beach.



Myth 8 Email is still just email

Fact Office 365 rolls out the red carpet for your email

You can rest easy after moving your business email to the cloud. Software updates and fixes are delivered automatically, and Exchange Online is always first in line for updates.

More importantly, with our experts handling all the tricky stuff, you can spend more time on the core operations that build business value rather than keeping up with nonstop hardware maintenance.

With Office 365, you have many options. This [plan comparison chart](#) lets you explore which option, including Exchange Online options, might be best for your workplace.



Myth 9 Continuous updates can break business-critical apps

Fact

Office 365 leaves other software applications alone

We know a lot rides on your workforce being able to use business-critical apps and add-ins with Office 365. That's why we're committed to compatibility with the tools you use every day.

How do we do that? By:

- Collaborating closely with leading software vendors and providing them with tools and early access so their Office-friendly solutions continue to work with Office 365.
- Helping you avoid compatibility issues with guidance and best practices for update management and development.
- Offering the same worldwide standard of desktop applications, including Word, PowerPoint, and Excel.
- Enabling side-by-side installs of Office 365 ProPlus and your older versions of Office, which gives you the time needed to remediate any issues.



Cloud myths busted

It's hard to keep up with new products, especially when you're busy managing disconnected systems, applications, and data with slow and inflexible systems. But now you have a better understanding of the productivity and collaboration that Office 365 provides.

Feel free to share this with colleagues who need help separating fact from fiction when it comes to Office 365.

After all, some myths were meant to be busted.

