

Microsoft  
Partner



Gold Datacenter  
Gold Cloud Platform  
Gold Cloud Productivity  
Gold Enterprise Mobility Management  
Gold Small and Midmarket Cloud Solutions

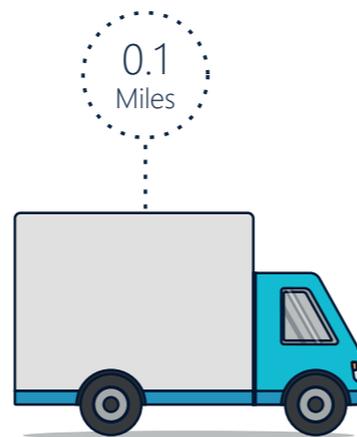
Westcoast recommends Microsoft® software



## Microsoft Invoicing

**Create great-looking invoices quickly and easily**

- Generate professional-quality estimates in minutes
- Customise an invoice with your brand identity and logo
- Convert estimates to invoices
- Seamlessly email customers and suppliers



## MileIQ

**Automatically log your mileage from the palm of your hand**

- Manage expenses quickly and easily
- Check weekly mileage reports
- No more worrying about fuel receipts
- Premium package included with Office 365 Business Premium

## The Benefits of Office 365

**The power of the cloud made simple**

All of these tools take advantage of Microsoft's leading platform to help you do more digitally. Every programme benefits from:

- No incremental updates to be purchased
- Constant improvements and additional functionality
- A common, familiar user interface
- One Microsoft account required for everything
- Flexibility to access anywhere
- A unified approach across devices and platforms
- Secure backups as standard
- Significantly reduced downtime

## Why Westcoast?

At Westcoast, exceptional is our only standard. We know, as the market changes, the most effective way to support our resellers is through a clear focus on agility and driving services. We continually provide opportunities for growth for every customer by working with the best and most progressive vendors.

- Flexible finance options
- Logistical excellence
- Competitive fulfilment rates
- Dedicated account management
- Expert training across the UK and Ireland



## The hidden gems of Office 365



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[www.westcoastcloud.co.uk](http://www.westcoastcloud.co.uk)



**We believe that Office 365 is a significant advantage for businesses around the world. By embracing cloud technology, a business can open up new possibilities for remote working and employee flexibility.**

However, many businesses are not aware of some of Office 365's built-in tools that are capable of revolutionising how a business operates. These tools are free, powerful, accessible from anywhere and available to all Office 365 Business Premium users.

This guide outlines each app and the benefits for your customers. Help clients fully utilise their subscription by taking advantage of these **hidden gems**. By doing so, you build trust, and help ensure repeat business.



## Microsoft Connections

**Attract and retain customers with easy-to-use email marketing**

- Send professional-quality marketing emails and press releases
- Design and customise your own mail
- Distribute to mailing lists automatically
- Schedule deployment for out-of-hours messages
- Track your campaigns with powerful analytics



## Outlook Customer Manager

**A simple, smart customer management solution for your business**

- Organise meetings, calls, notes and tasks in one place
- Share the information with your team
- Ensure a deadline is never missed, or a customer ignored
- Update and share the information instantly



## Microsoft Listings

**Easily publish and manage your business information across top websites**

- Help customers find your business
- List your details on sites like Facebook, Google and Bing
- Ensure your brand information is consistent across the board
- Build a more professional picture for your business



## Microsoft Bookings

**Make scheduling and managing appointments easier for your customers**

- Let your customers book visits automatically
- Keep track of appointments easily
- Display a live calendar of appointment slots
- Never double-book an appointment again