NAPLES COMPUTERS HOW-TO · BUSINESS I.T.

Microsoft 365 for Naples Offices: What a Partner Handles for You

Microsoft 365 is powerful, but someone still has to run it: licenses, security settings, and support all take ongoing attention. This checklist covers six things a Microsoft Partner handles for a Naples office: licensing, users added and removed the same day, company-wide MFA, zero-downtime email moves, spam filtering, and one partner to call.

Why this matters for your office

Microsoft 365 is powerful, but someone still has to run it.

Licenses add up fast
Unused licenses, the wrong plan for a role, or seats nobody remembers assigning all cost real money.

Security settings don't configure themselves
MFA, spam filtering, and access reviews all take someone actually checking on them.

A Partner is one call, not a ticket number
Naples Computers is a Microsoft Partner, so support is a phone call, not a support queue.

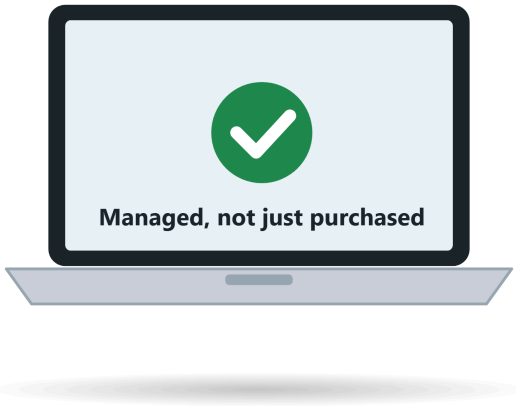
Microsoft 365 for Naples offices: step by step

6-POINT CHECKLIST

6 Already on Microsoft 365, but on your own?

Licenses nobody's managing, MFA that's only on for some of the team, one inbox everyone shares for support questions? Here's what a Microsoft Partner actually handles.

WHAT TO DO
We're Naples Computers, since 1993.



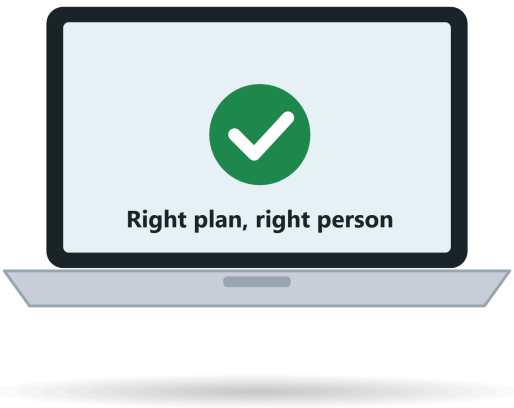
LICENSING

1 Licensing: the right plan for each person

A front-desk account doesn't need the same license as an owner who needs every Microsoft 365 app.

WHAT TO DO

We assign and review licensing, so you're not paying for seats nobody's using.



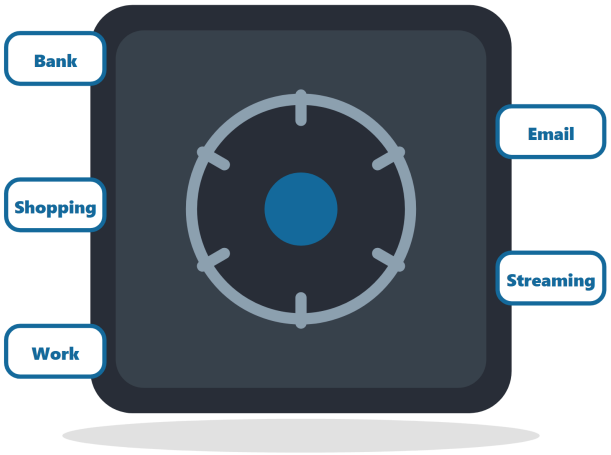
USER CHANGES

2 Users added and removed the same day

A new hire's account should be ready before day one; someone who's left shouldn't still have access a week later.

WHAT TO DO

We handle onboarding and offboarding the same day it happens, not whenever someone gets to it.



Access that's current, not left over

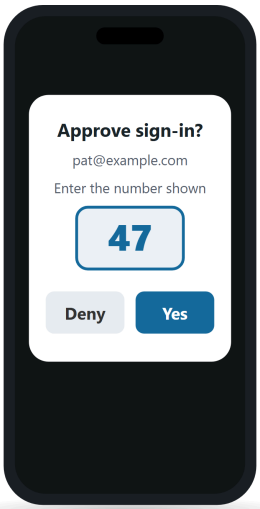
COMPANY-WIDE MFA

3 MFA turned on company-wide

A single stolen password shouldn't be enough to get into your email.

WHAT TO DO

We turn MFA on for every user, not just the ones who happened to ask for it.



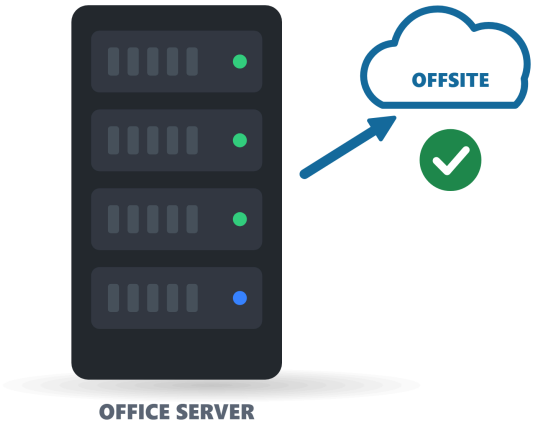
ZERO-DOWNTIME MOVES

4 Email moves with zero downtime

Moving email providers sounds risky, but it doesn't have to mean a single minute of downtime.

WHAT TO DO

We hold your MX records until everything's built and synced, then switch, so mail never stops moving.



Switched over, with nothing missed

SPAM FILTERING

5 Spam filtering with N-able Mail Assure

Microsoft 365's built-in filtering is good, but phishing and spam still get through.

WHAT TO DO

We add N-able Mail Assure on top, so more of it gets caught before it ever reaches an inbox.



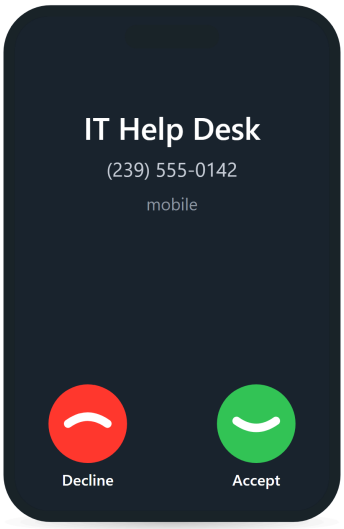
ONE PARTNER TO CALL

6 One partner to call

When something breaks, you shouldn't have to figure out which vendor is actually responsible.

WHAT TO DO

As your Microsoft Partner, we're the one call, for Microsoft 365 and everything else running on it.



The 6-point checklist

- [ ] Licensing: the right plan for each person
  Not the same plan for everyone, by default
- [ ] Users added and removed the same day
  Accounts ready before day one, closed the day someone leaves
- [ ] MFA turned on company-wide
  Not just for a few people who asked for it

- [ ] Email moves with zero downtime
  An MX hold keeps everyone working during the switch
- [ ] Spam filtering with N-able Mail Assure
  Filtered before it ever reaches an inbox
- [ ] One partner to call
  Not a support queue, an actual phone number

Recap: the 6-point checklist

- [ ] Licensing: the right plan for each person
- [ ] Users added and removed the same day
- [ ] Company-wide MFA
- [ ] Email moves with zero downtime
- [ ] Spam filtering with N-able Mail Assure
- [ ] One partner to call

Ask whoever manages your Microsoft 365 one question: is MFA turned on for every single user, or just the ones who asked for it?



Running Microsoft 365 on your own? We'll walk through what a Partner can take off your plate.

Call 239-513-1960

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