



OFFICE 2010 BETA 新功能搶先預覽： 率先實現 PC、PHONE、BROWSER 三螢一雲的 IT 新願景

馮立偉

台灣微軟特約講師



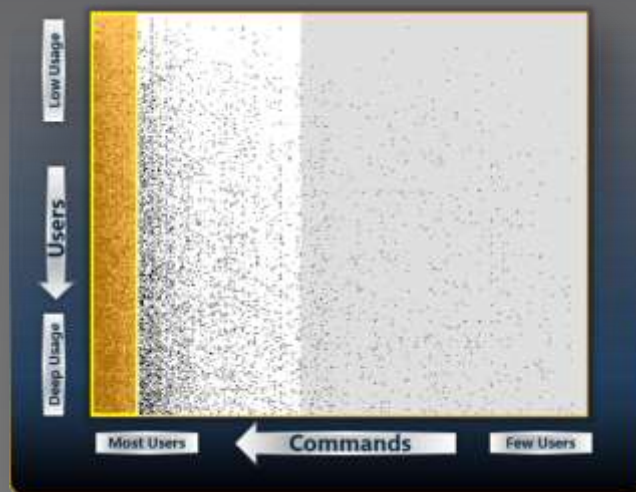
“Office? 還需要創新嗎?”

一般使用者的迷思:

- “Office 夠用就好”
- “我只用到10%的功能”
- “從95、97、2000到2003，我都用同樣的功能”

實際調查的結果:

- “大部分人以為只用了Office 10%的功能，其實常用的功能高達66%以上”
- “我知道Office應該可以幫我解決手上的某個問題，但我不知道那個功能在哪裡以及如何使用”
- “Office 功能非常強大，如果我能掌握他..必定能幫助我大幅提升工作效率”
- ...不過我沒有時間學習...



簡報大綱

- Office? 還需要創新嗎?
- Office System的演進
- 全新的使用者介面
- 橫跨PC、手機、瀏覽器的最佳使用經驗 + Office 2010新功能預覽



Office System的演進



Microsoft® Outlook® 2010



Microsoft® PowerPoint® 2010



Microsoft® Publisher 2010

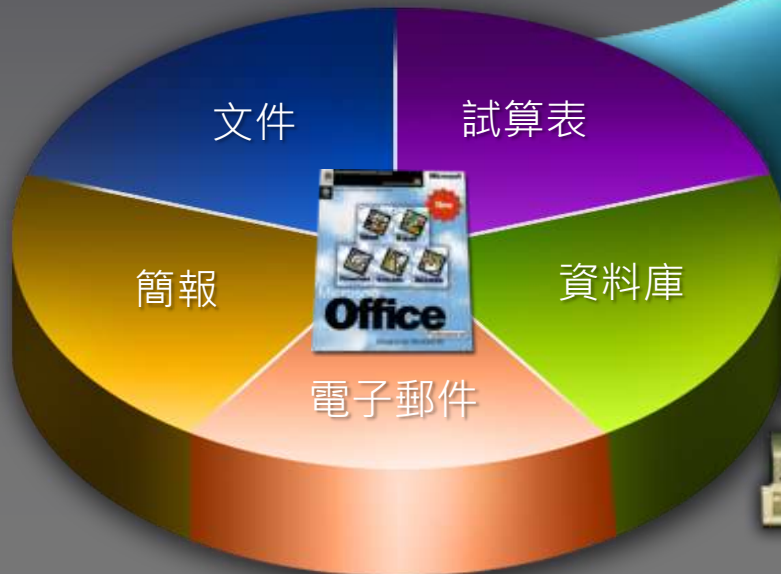


Microsoft® SharePoint® Workspace 2010



Microsoft® Word 2010

1997



2010



Microsoft® Access® 2010



Microsoft® Excel® 2010



Microsoft® InfoPath® 2010



Microsoft® Office Communicator 2007 R2



Microsoft® OneNote® 2010

橫跨PC、手機、瀏覽器的最佳使用經驗

共同工作

*Connect. Share.
Accomplish.*



即時的共同作業

駕馭電子郵件

隨時進行腦力激盪與分享

連接社群網路

離線也不用煩惱

創意實現

Envision. Mash Up. Inform.



蒐集各種資料

運用影片進行知識分享

從相片中傳達創意

巨型資料的視覺化分析

結果導向的使用者介面

隨時隨地

PC. Phone. Browser.



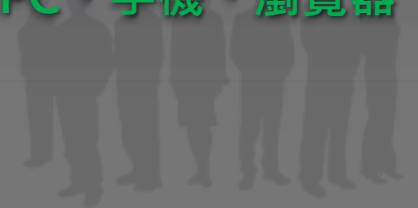
從瀏覽器中使用 Office

使用經驗擴展至行動裝置

各式環境皆不影響工作

選擇最適合的工具

橫跨PC、手機、瀏覽器



全新的使用者介面



熟悉Office 2000/XP/2003的使用者見到新版Office的第一印象

- 為什麼要改變Office使用者介面?
- 我很熟悉以前的介面，我不要重新學習!
- 感覺很複雜..




傳統使用者介面的問題

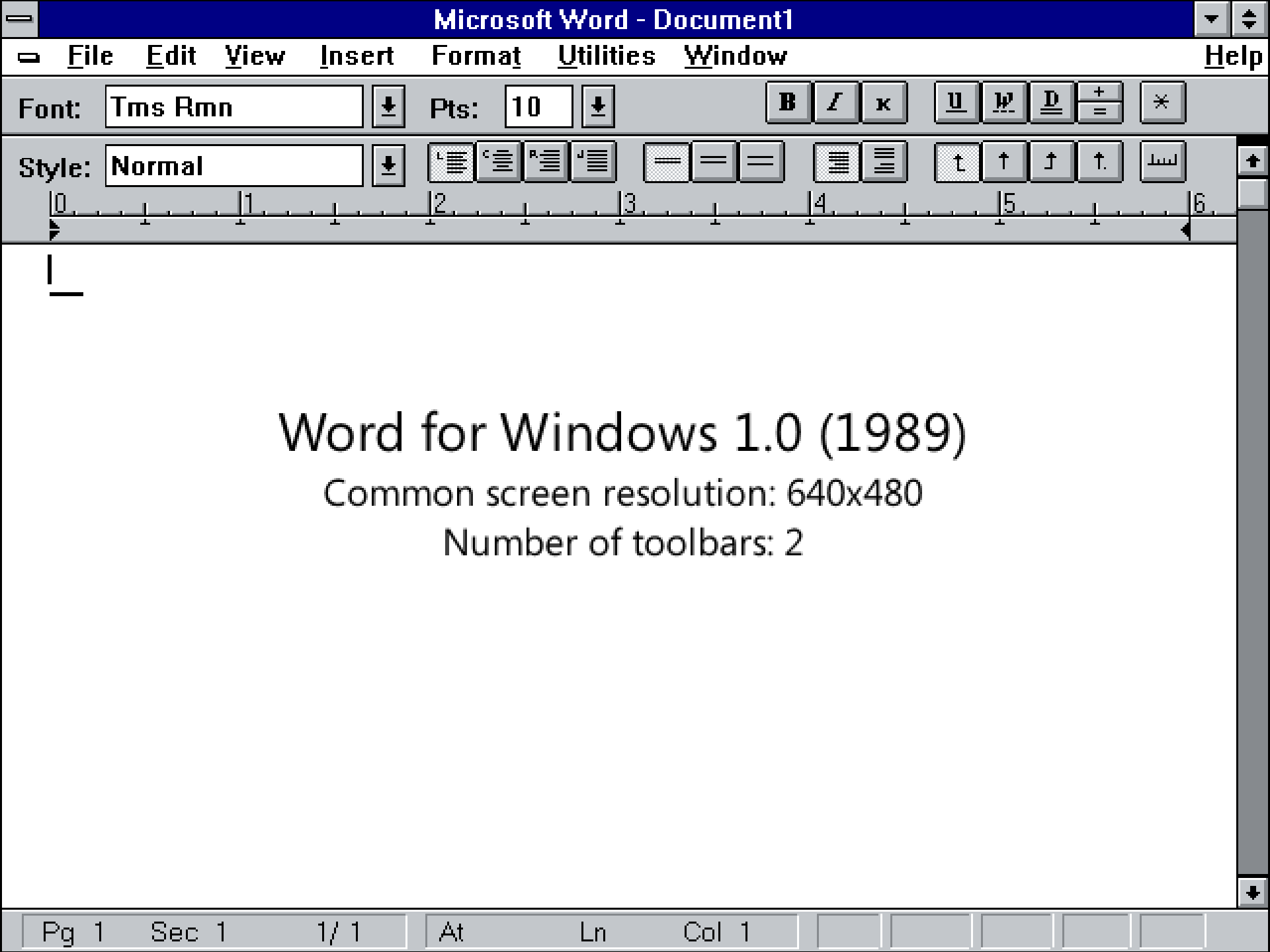
我們在Office中加入了許多新功能...
...但使用者往往找不到它們

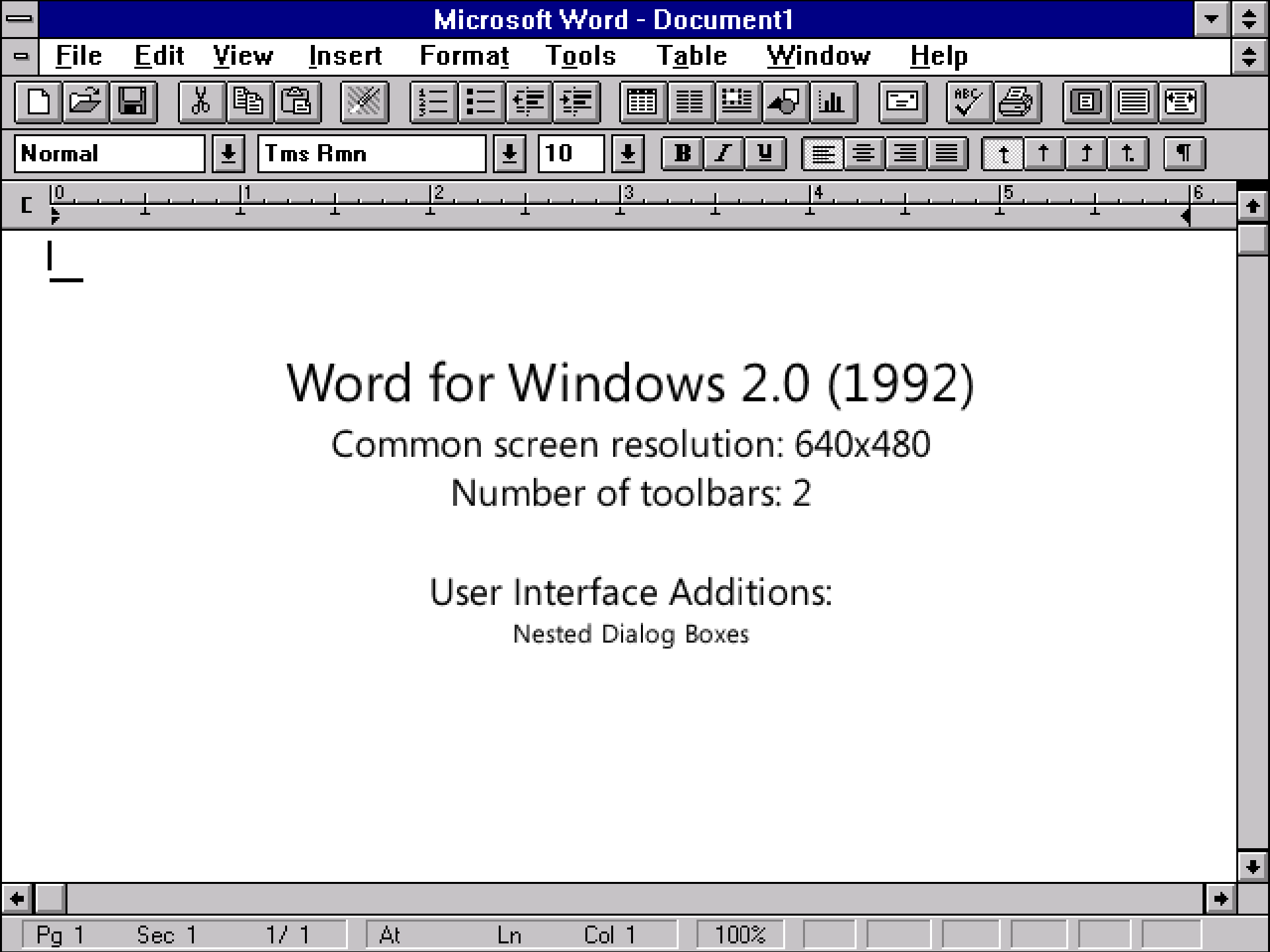
Office感覺上越來越複雜...
...每一個版本都要重新適應

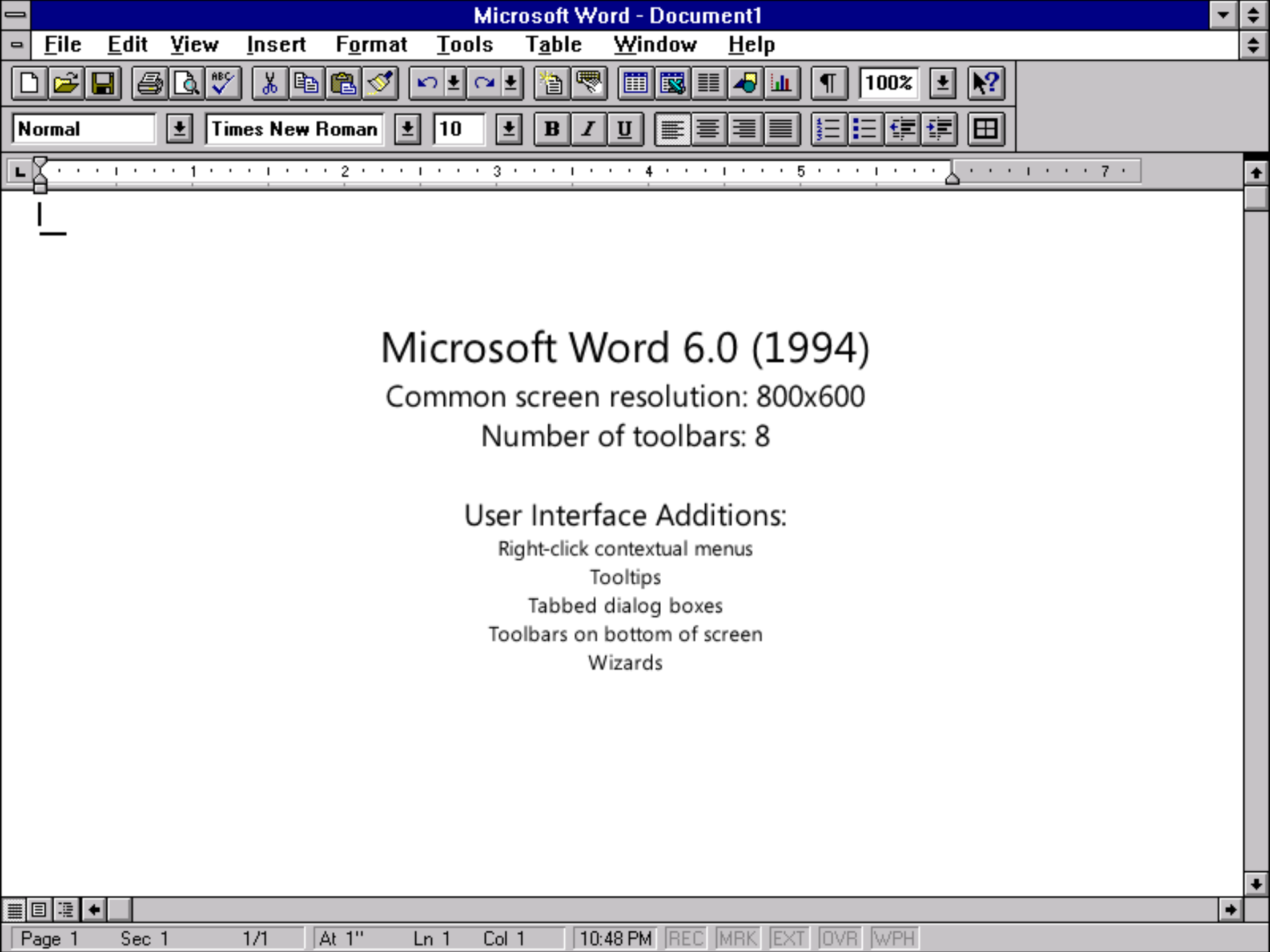
使用者都想用更好的工具解決問題...
...但他們認為學習很困難

傳統的使用者介面
無法滿足使用者的需求









Microsoft Word 6.0 (1994)

Common screen resolution: 800x600

Number of toolbars: 8

User Interface Additions:

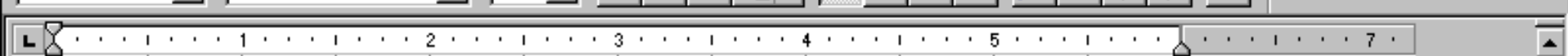
- Right-click contextual menus

- Tooltips

- Tabbed dialog boxes

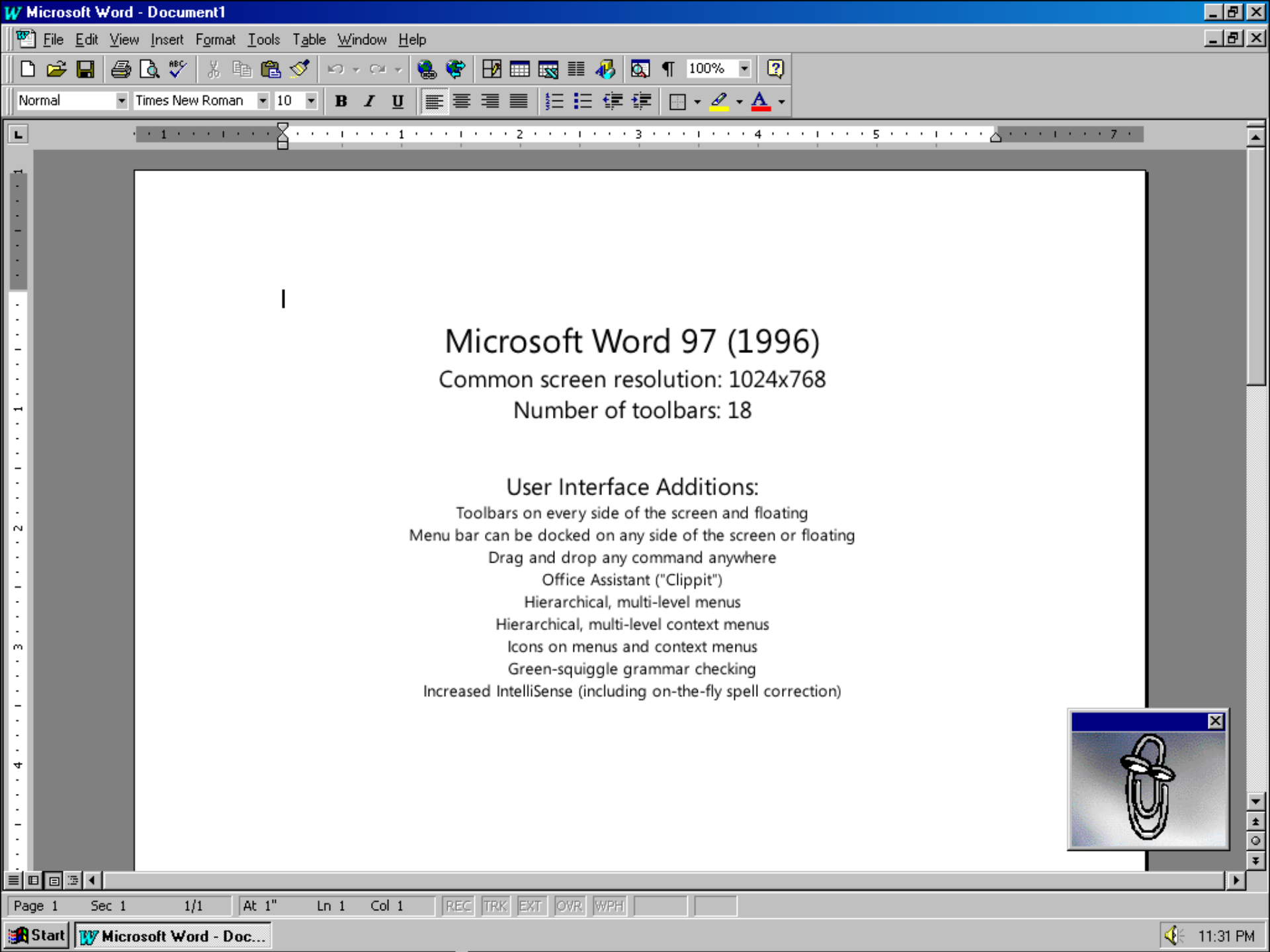
- Toolbars on bottom of screen

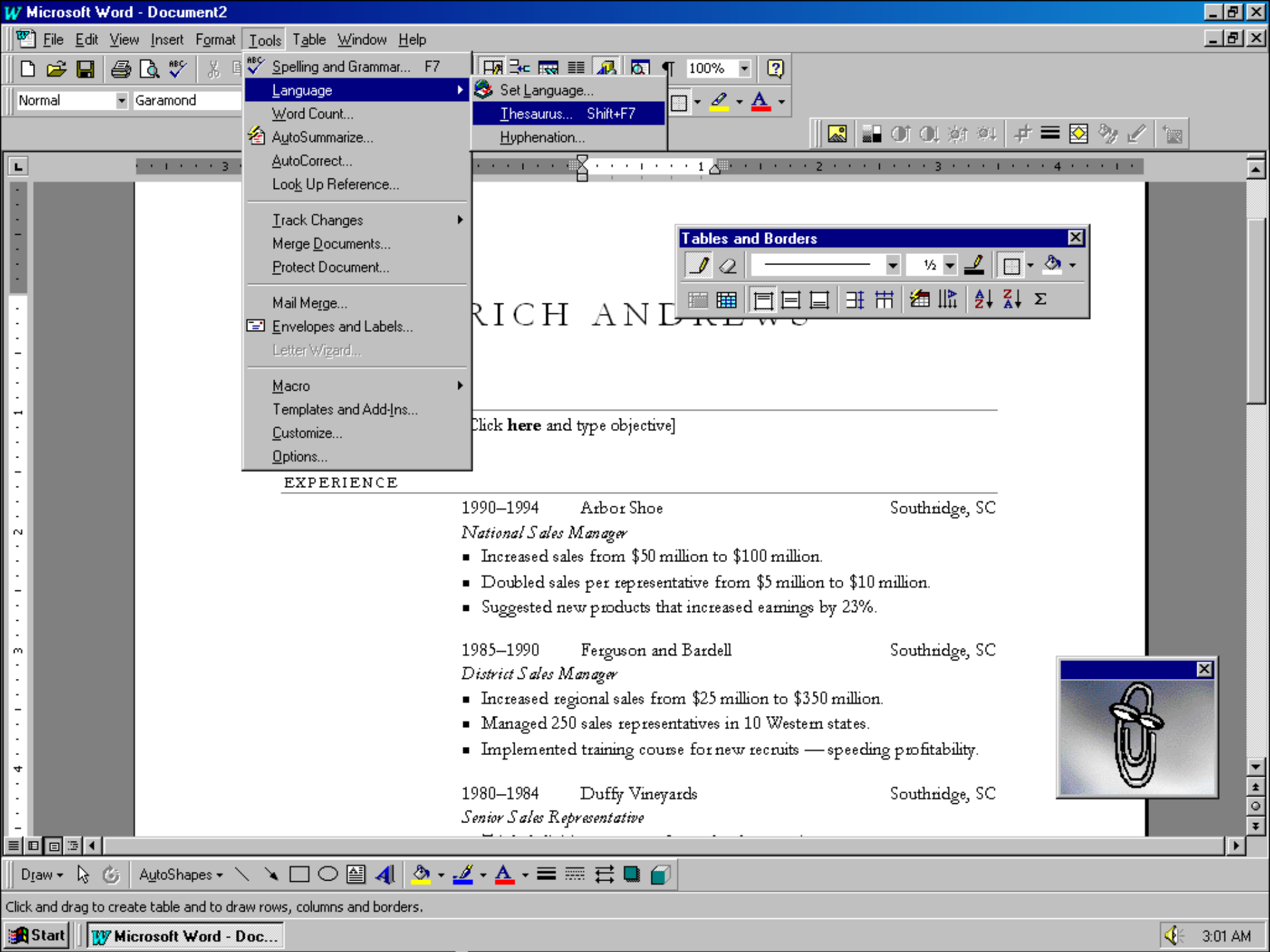
- Wizards



Number of toolbars: 9

IntelliSense ("Auto" features)





- Spelling and Grammar... F7
- Language
 - Set Language...
 - Thesaurus... Shift+F7
 - Hyphenation...
- Word Count...
- AutoSummarize...
- AutoCorrect...
- Look Up Reference...
- Track Changes
 - ...
- Merge Documents...
- Protect Document...
- Mail Merge...
- Envelopes and Labels...
- Letter Wizard...
- Macro
 - ...
- Templates and Add-Ins...
- Customize...
- Options...

Tables and Borders

Line and border styles: solid, dashed, dotted, thick, thin, double, none. Width: 1/2. Color: black, gray, white. Shading: none, pattern. Borders: top, bottom, left, right, all, none. Grid lines: on, off. Sort: ascending, descending, none. Sum: none, average, count, max, min, product, sum, variance, standard deviation.

RICH ANDREWS

Click **here** and type objective]

EXPERIENCE

1990-1994 Arbor Shoe Southridge, SC

National Sales Manager

- Increased sales from \$50 million to \$100 million.
- Doubled sales per representative from \$5 million to \$10 million.
- Suggested new products that increased earnings by 23%.

1985-1990 Ferguson and Bardell Southridge, SC

District Sales Manager

- Increased regional sales from \$25 million to \$350 million.
- Managed 250 sales representatives in 10 Western states.
- Implemented training course for new recruits — speeding profitability.

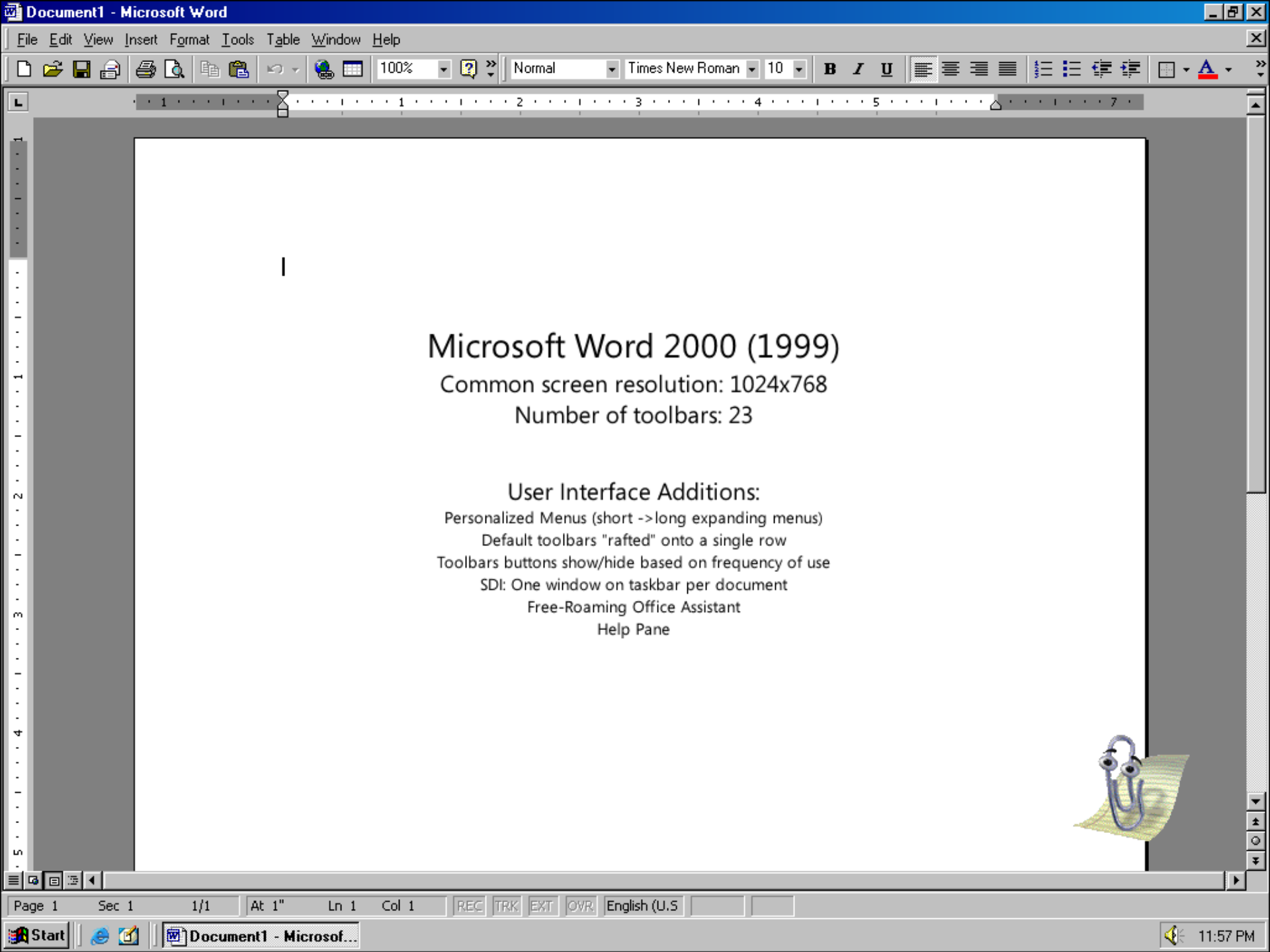
1980-1984 Duffy Vineyards Southridge, SC

Senior Sales Representative



Draw ▾ AutoShapes ▾

Click and drag to create table and to draw rows, columns and borders.



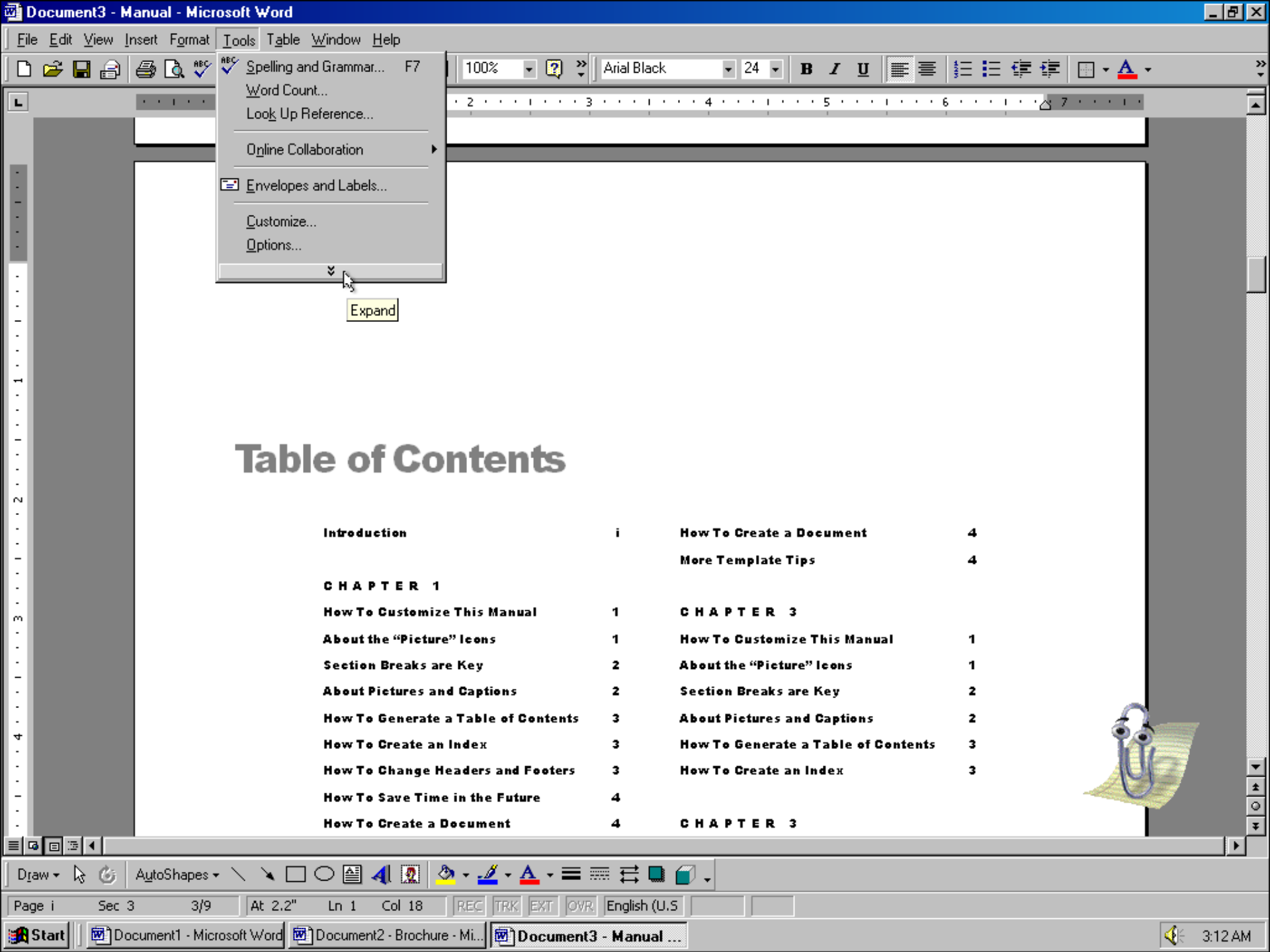
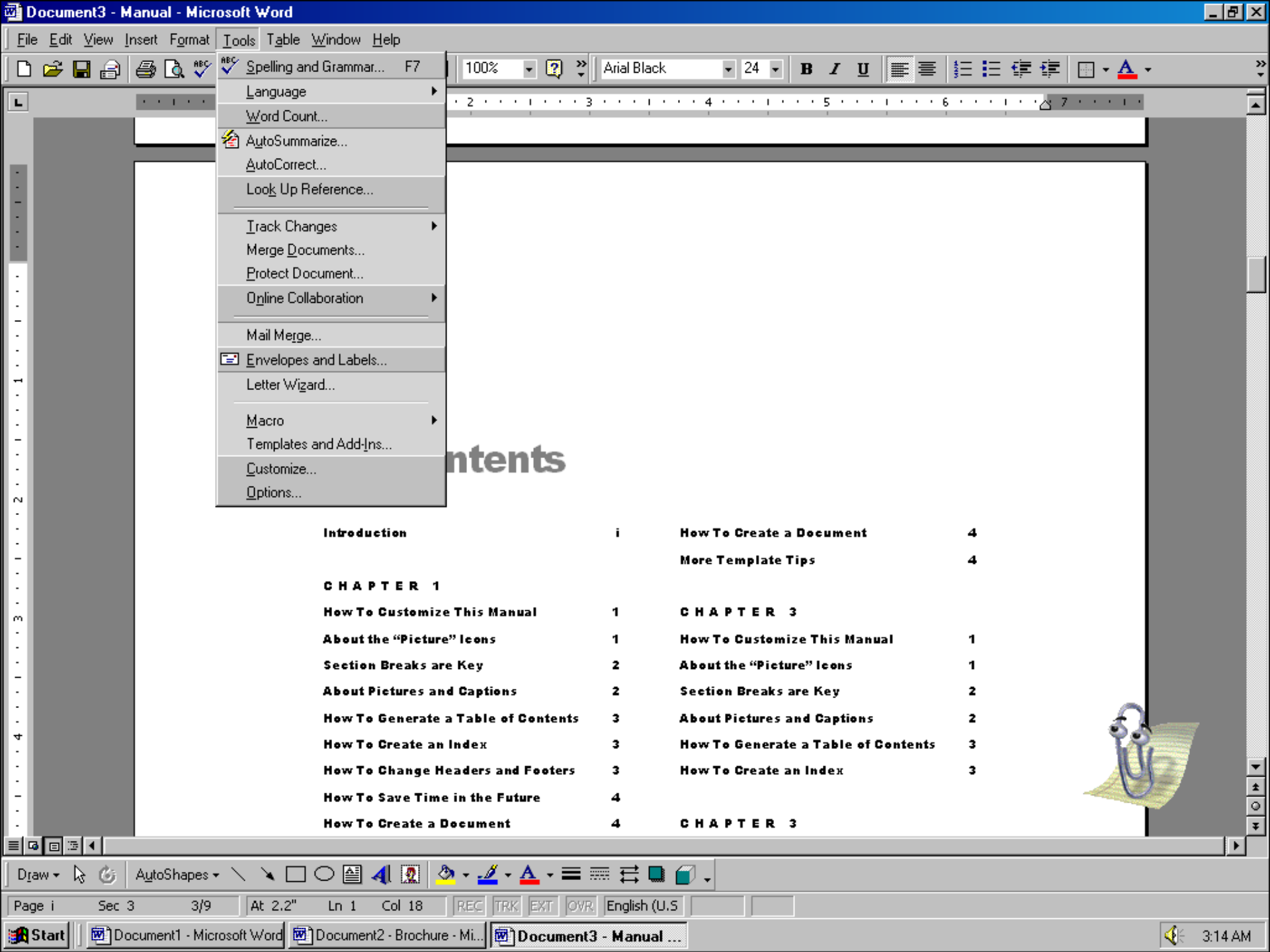
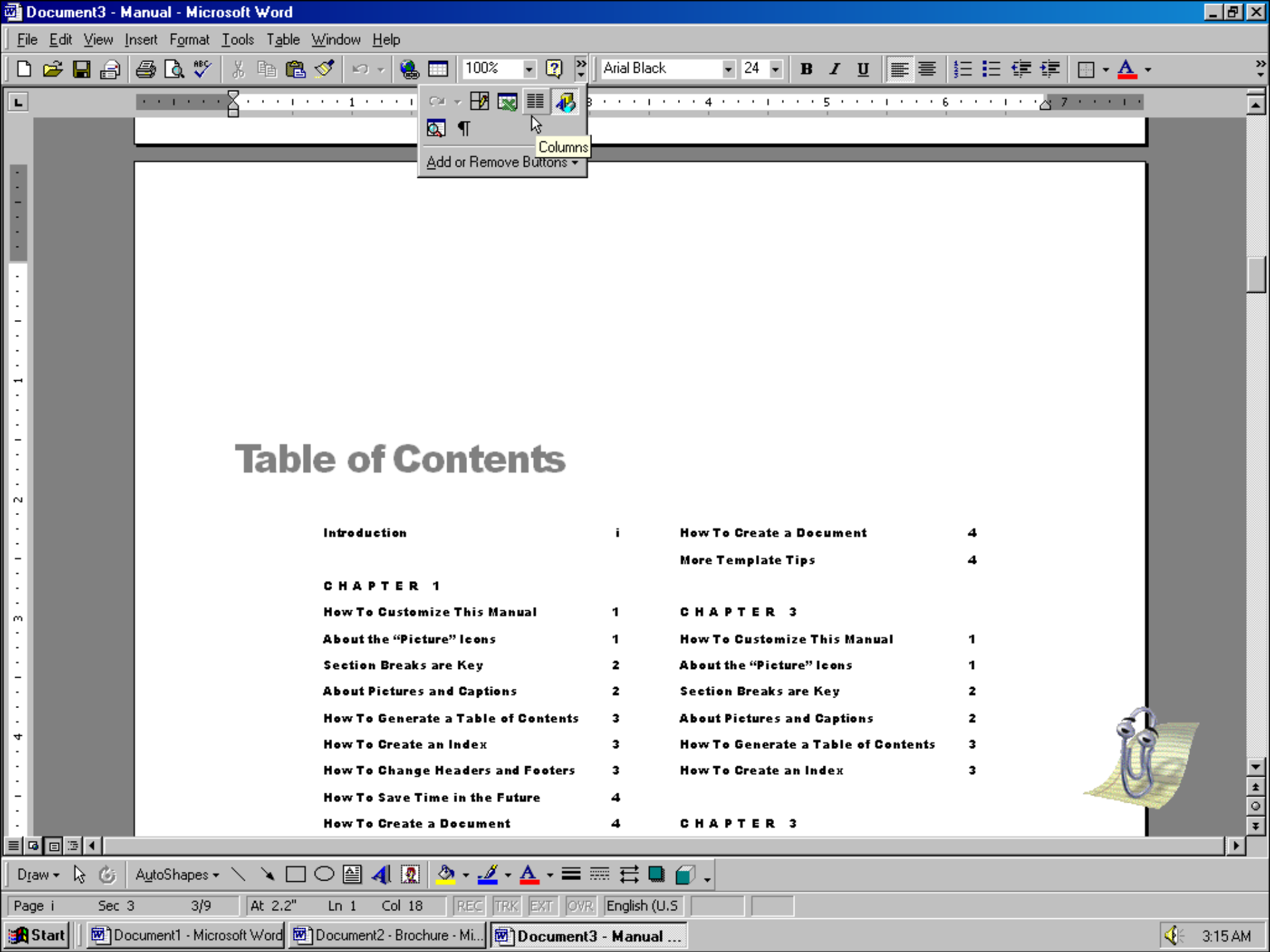


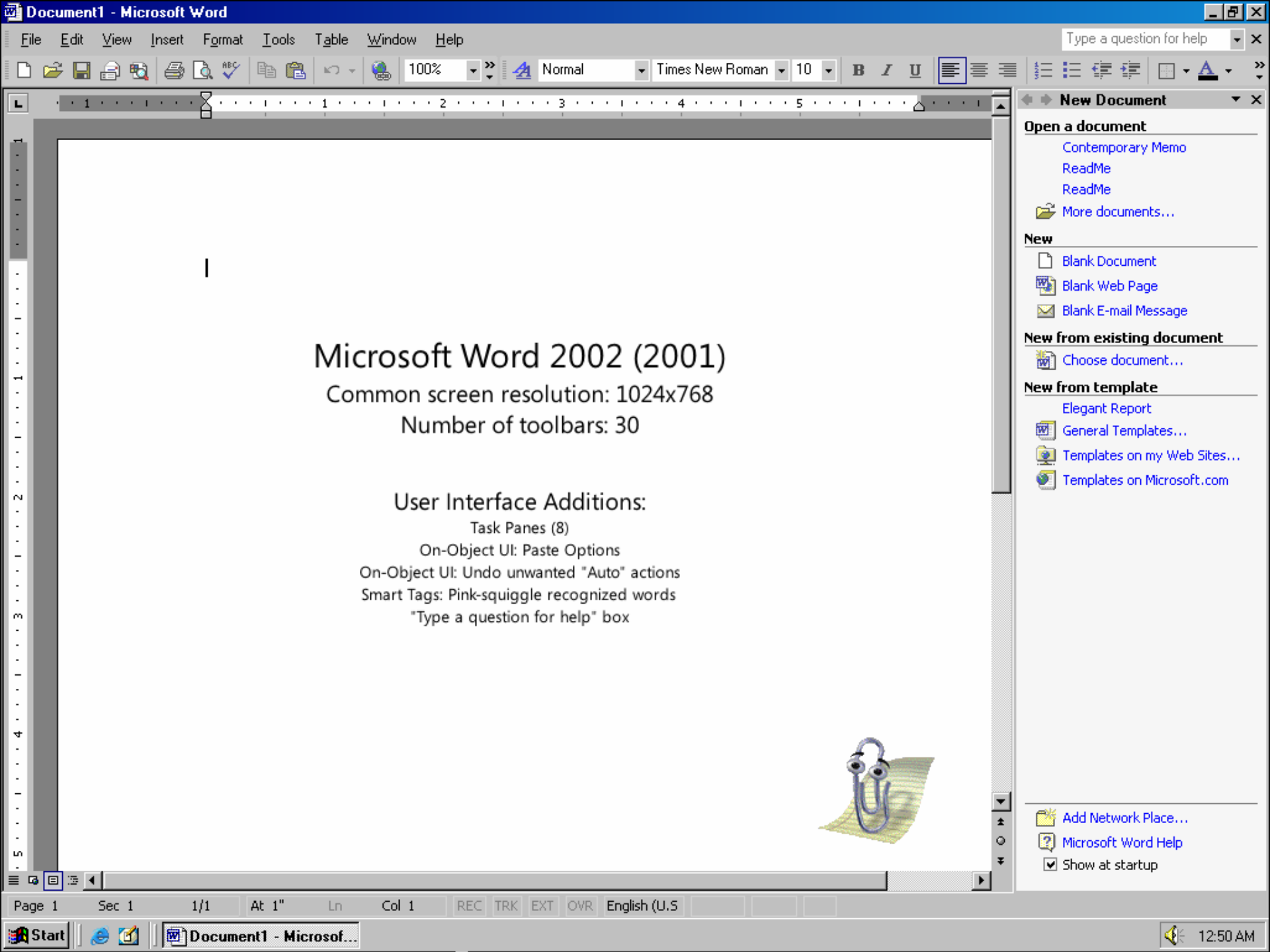
Table of Contents

Introduction	i	How To Create a Document	4
		More Template Tips	4
CHAPTER 1		CHAPTER 3	
How To Customize This Manual	1	How To Customize This Manual	1
About the "Picture" Icons	1	About the "Picture" Icons	1
Section Breaks are Key	2	Section Breaks are Key	2
About Pictures and Captions	2	About Pictures and Captions	2
How To Generate a Table of Contents	3	How To Generate a Table of Contents	3
How To Create an Index	3	How To Create an Index	3
How To Change Headers and Footers	3		
How To Save Time in the Future	4	CHAPTER 3	
How To Create a Document	4		



Introduction		i
CHAPTER 1		
How To Customize This Manual	1	
About the "Picture" Icons	1	
Section Breaks are Key	2	
About Pictures and Captions	2	
How To Generate a Table of Contents	3	
How To Create an Index	3	
How To Change Headers and Footers	3	
How To Save Time in the Future	4	
How To Create a Document	4	
How To Create a Document		4
More Template Tips		4
CHAPTER 3		
How To Customize This Manual	1	
About the "Picture" Icons	1	
Section Breaks are Key	2	
About Pictures and Captions	2	
How To Generate a Table of Contents	3	
How To Create an Index	3	
CHAPTER 3		





Microsoft Word 2002 (2001)

Common screen resolution: 1024x768

Number of toolbars: 30

User Interface Additions:

Task Panes (8)

On-Object UI: Paste Options

On-Object UI: Undo unwanted "Auto" actions

Smart Tags: Pink-squiggle recognized words

"Type a question for help" box



New Document

Open a document

[Contemporary Memo](#)

[ReadMe](#)

[ReadMe](#)

[More documents...](#)

New

[Blank Document](#)

[Blank Web Page](#)

[Blank E-mail Message](#)

New from existing document

[Choose document...](#)

New from template

[Elegant Report](#)

[General Templates...](#)

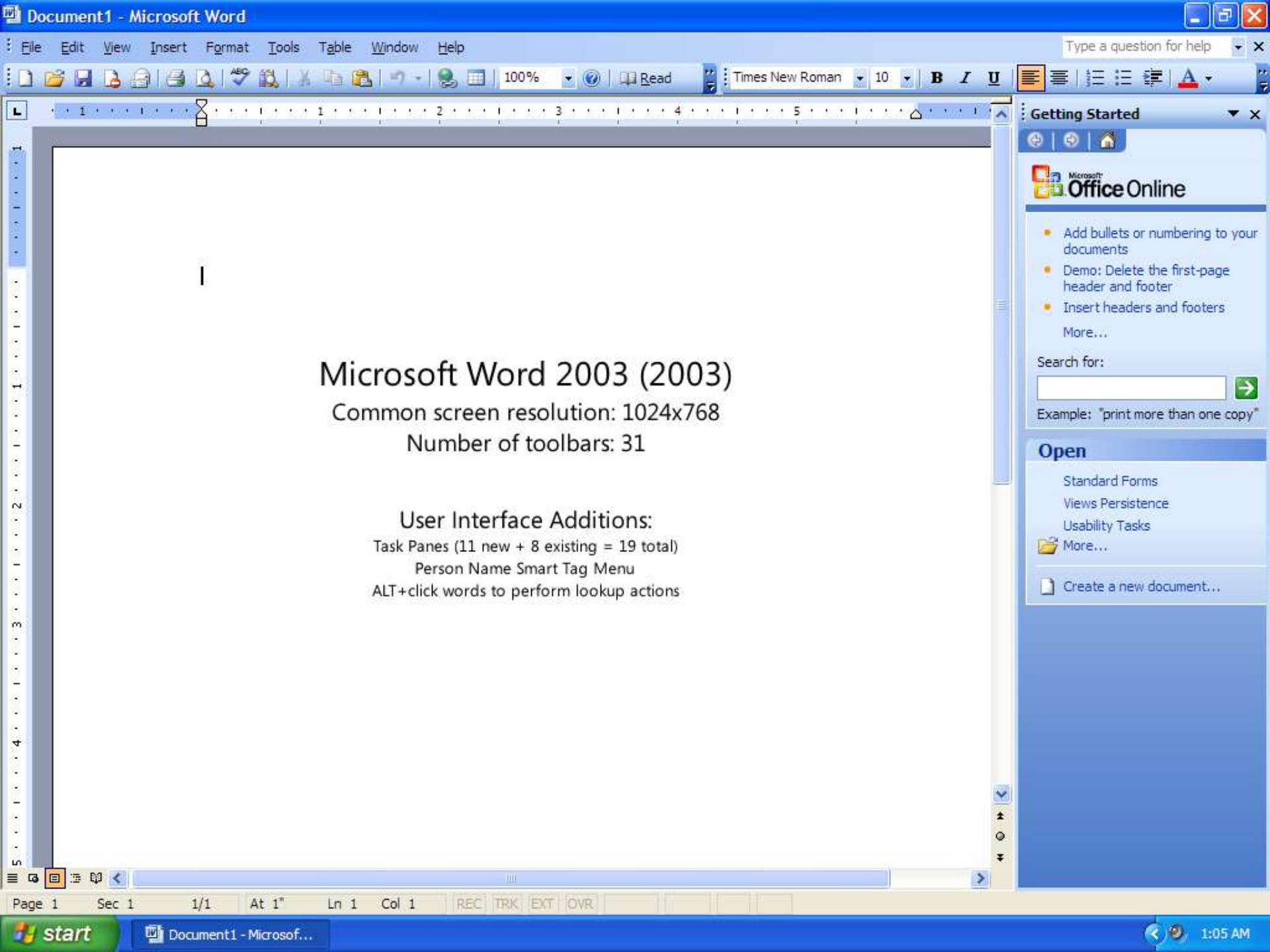
[Templates on my Web Sites...](#)

[Templates on Microsoft.com](#)

[Add Network Place...](#)

[Microsoft Word Help](#)

☒ Show at startup



Microsoft Word 2003 (2003)

Common screen resolution: 1024x768

Number of toolbars: 31

User Interface Additions:

Task Panes (11 new + 8 existing = 19 total)

Person Name Smart Tag Menu

ALT+click words to perform lookup actions

Getting Started



- Add bullets or numbering to your documents
 - Demo: Delete the first-page header and footer
 - Insert headers and footers
- More...

Search for:

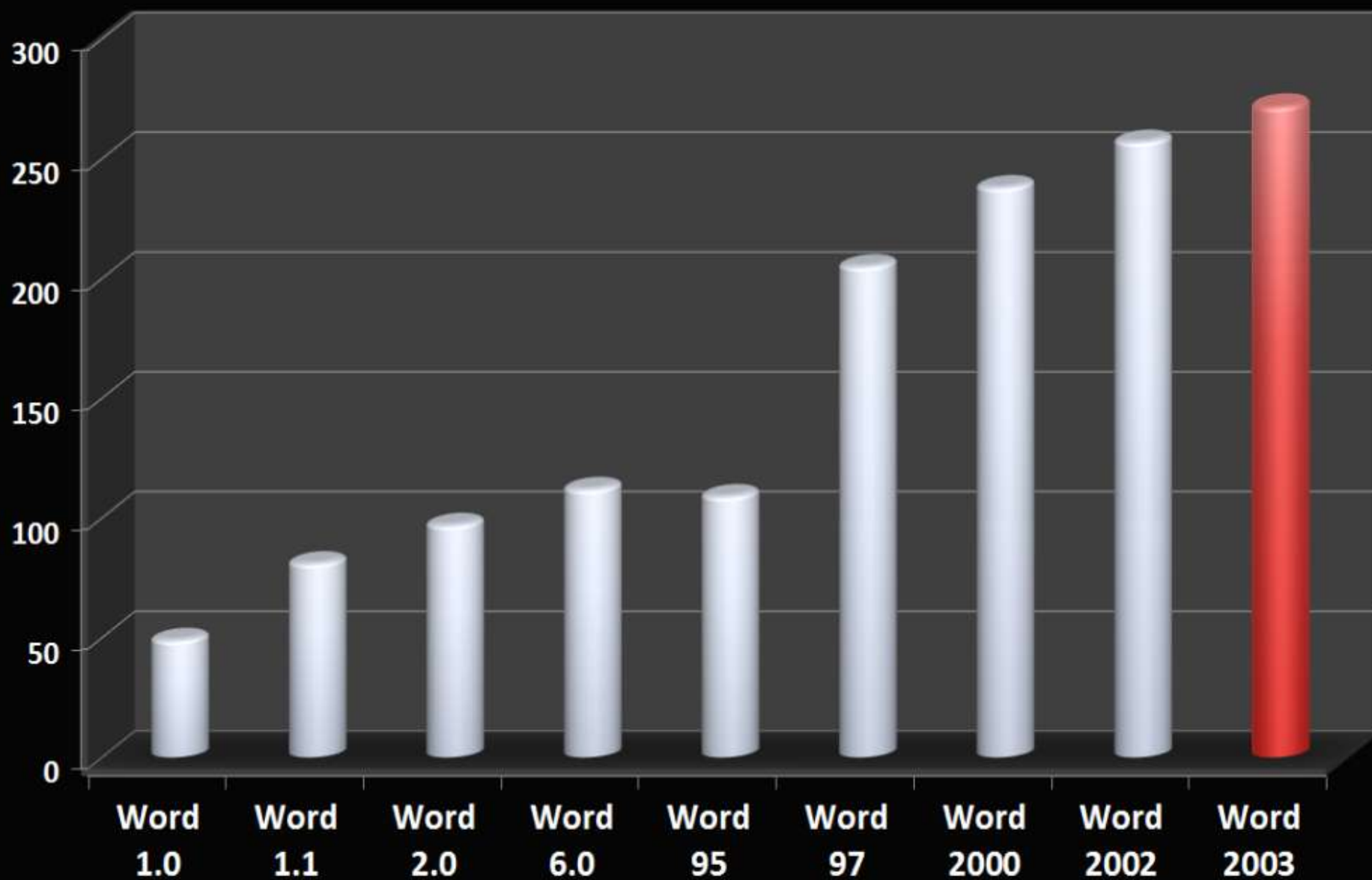
Example: "print more than one copy"

Open

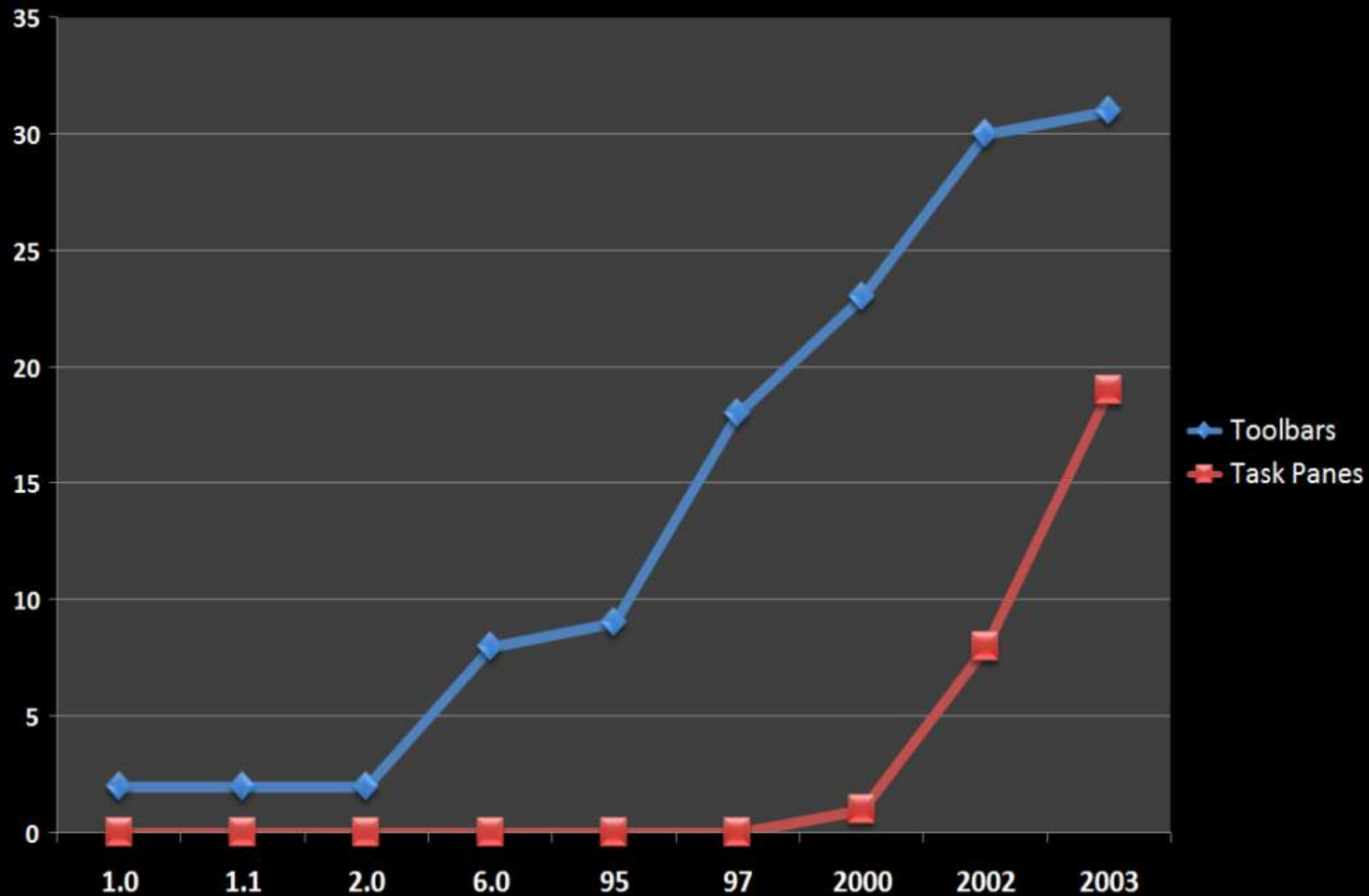
Standard Forms
Views Persistence
Usability Tasks
More...

Create a new document...

Menu Items in Microsoft Word

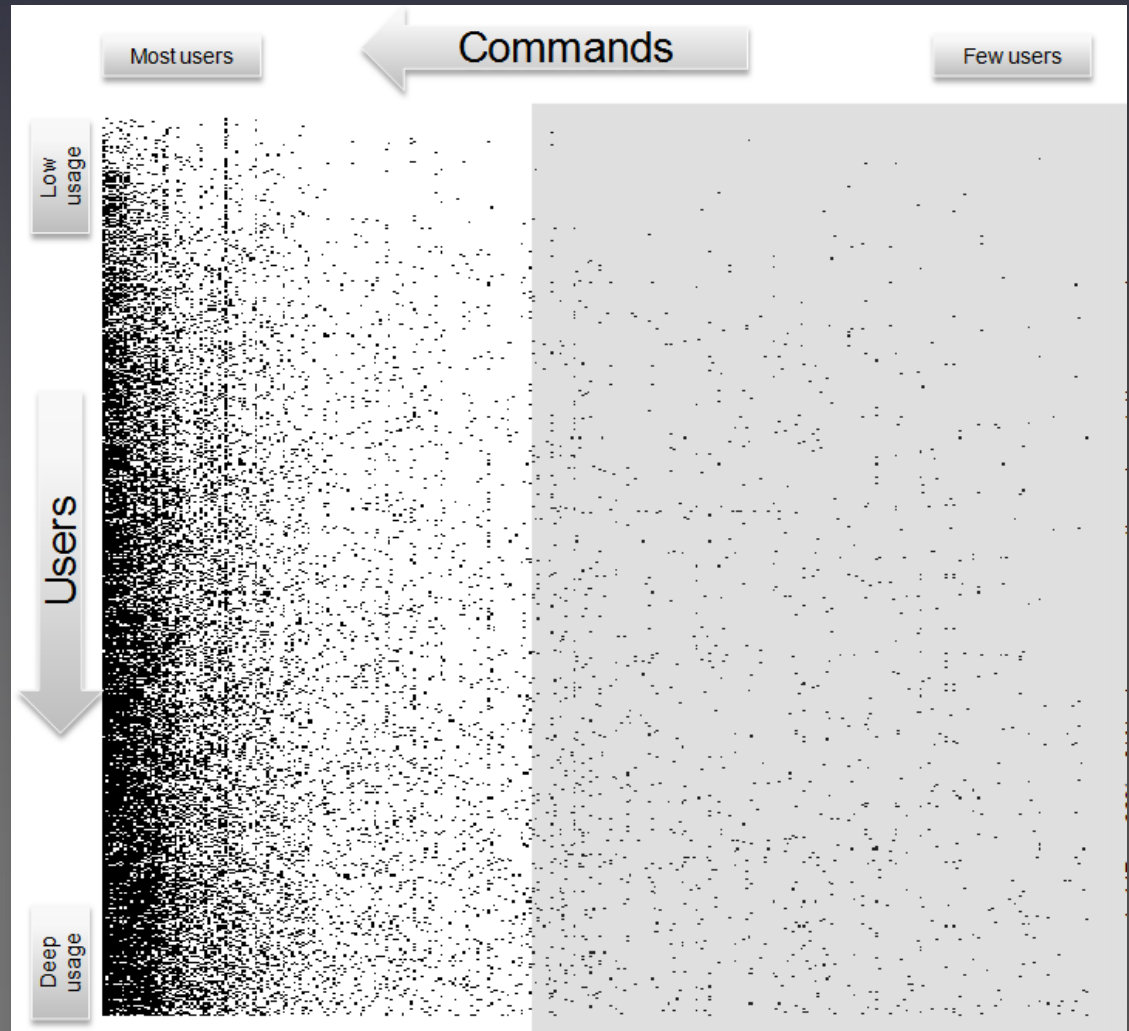


Toolbars and Task Panes in Microsoft Word



“可是我只用了10%的功能~”

- 每一行以每個列都表示 10 個較常用的功能
- 每30萬人次的使用表是為一點



Most users

Commands

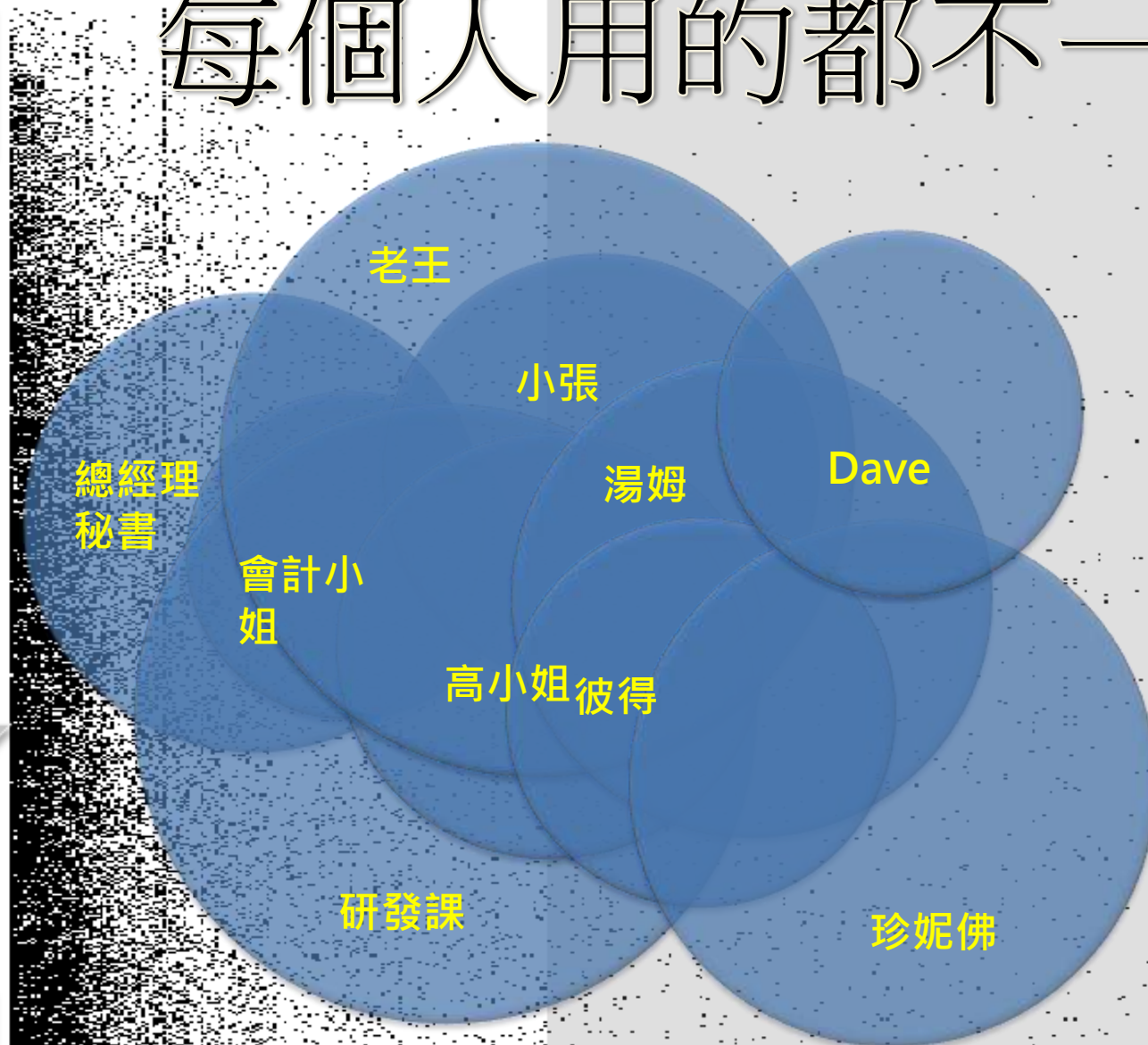
Few users

每個人用的都不一樣!

Low
usage

Users
↓

Deep
usage



為什麼要設計新的使用者經驗？

- 選單(Menus)與工具列(Toolbars)較適合於功能簡單的應用程式
- Office所提供的功能超越了傳統使用者介面所能負擔的極限
- 相較於十年前，要找到Office中的功能更難
 - “這個問題應該能簡單的解決吧...”
 - “我根本找不到這個功能”



Fichier Edition Affichage Insertion Format Outils Diaporama Fenêtre Live Meeting ?

Tapez une question

Arial 18 G I S S 5%

Modifier le texte... 1 pt Tableau

Conférence maintenant Préférences utilisateur... Aide sur Live Meeting

Relecteurs... Sécurité...

Favoris Aller à C:\Work\Business Lines\Office\Product\Office 12\Produit\Nou...

Microsoft Word - Document1

File Edit View Insert Format Utilities Window Help

Font: Tms Rmn Pts: 10 B I X U P D

Style: Normal

Word for Windows 1.0 (1989)
Common screen resolution: 640x480
Number of toolbars: 2

Pg 1 Sec 1 1/1 At Ln Col 1

Révisions

Galerie Liste

Relecteurs :

Modifications des diapositives :

Aucune modification des diapositives de cette présentation.

Modifications de la présentation :

Aucune modification de la présentation.

Précédent Suivant

Accueil

Microsoft Office Online

- Se connecter à Microsoft Office Online
- Obtenir les dernières informations sur l'utilisation de PowerPoint
- Mettre la liste à jour automatiquement

Autres...

Rechercher :

Exemple : « Imprimer plus d'une copie »

Ouvrir

DD06_Office2007
06 04 13 People Ready Office 12 EBC
2007 Office System Early Licensing Info 15MAR06
Why, How, When - Windows Vista and the 2007 Office system

Autres...

Dessin Formes automatiques

Diapositive 3 sur 44 Custom Design Français (France)





結果導向的設計






















- 不是把功能放在選單工具列就完成了...
- 讓常用以及需要使用的功能能夠自動展現
- 讓功能套用能夠即時展現
- 以視覺化方式讓使用者更直覺的使用
- ...這是一個軟體設計的必然趨勢..



運用科技設計使用者介面

- 從超過30億的使用經驗資料蒐集真實世界的應用經驗
 - 每天超過2百萬筆資料
 - 三個月內蒐集3.5億次的Word選單點選次數與流程
 - 使用者最常使用的功能為何?
 - 使用功能的順序與關聯性為何?
 - 最常用的工具列、滑鼠或鍵盤操作?
 - 使用者最常找不到的功能為何?
- 除此之外...



	Draw (id=31333, hits=148618)
	Select Objects (id=182, hits=28666)
	AutoShapes (id=30177, hits=173485)
	Line (id=130, hits=64722)
	Arrow (id=243, hits=29335)
	Rectangle (id=1111, hits=30296)
	Oval (id=1119, hits=12736)
	Text Box (id=139, hits=64217)
	Vertical Text Box (id=318, hits=2603)
	WordArt... (id=1031, hits=37648)
	Diagram... (id=1032, hits=5430)
	Clip Art... (id=682, hits=25121)
	Picture... (id=2619, hits=156136)
	Ink Drawing and Writing (id=9405, hits=144)
	Fill Color (id=1691, hits=15521)
	Line Color (id=1692, hits=15391)
	Font Color (id=401, hits=480175)
	Line Style (id=692, hits=17182)
	Dash Style (id=693, hits=3589)
	Arrow Style (id=694, hits=2697)
	Shadow Style (id=394, hits=7579)
	3-D Style (id=339, hits=4677)

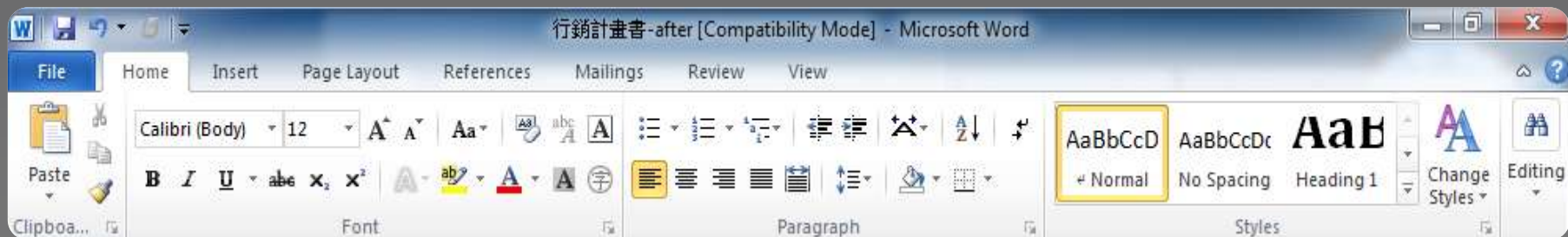
Office 2007全新使用者介面的改變

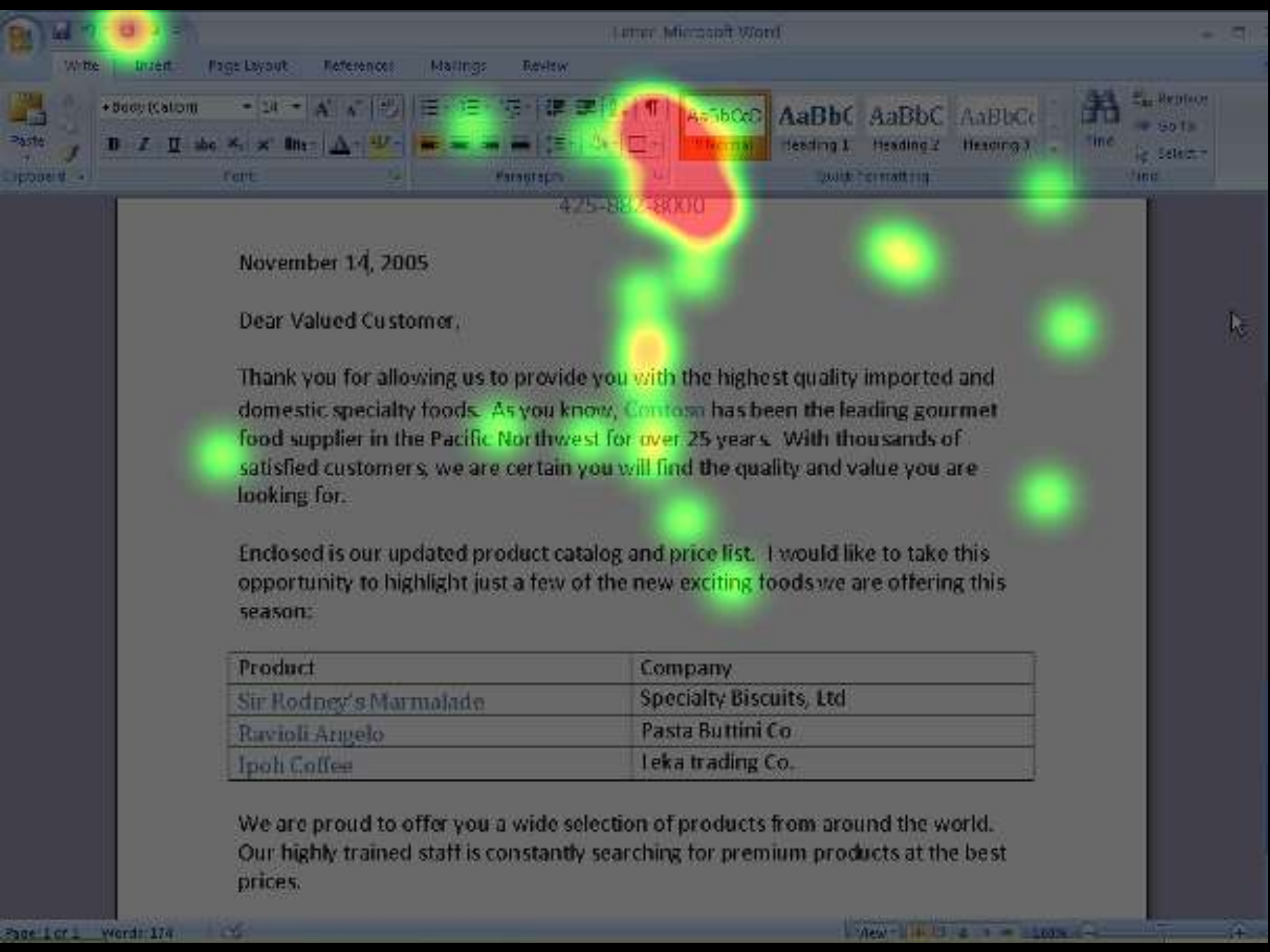
群組
頁籤

情境
功能表

結果
導向

立即
預覽





425-882-8800

November 14, 2005

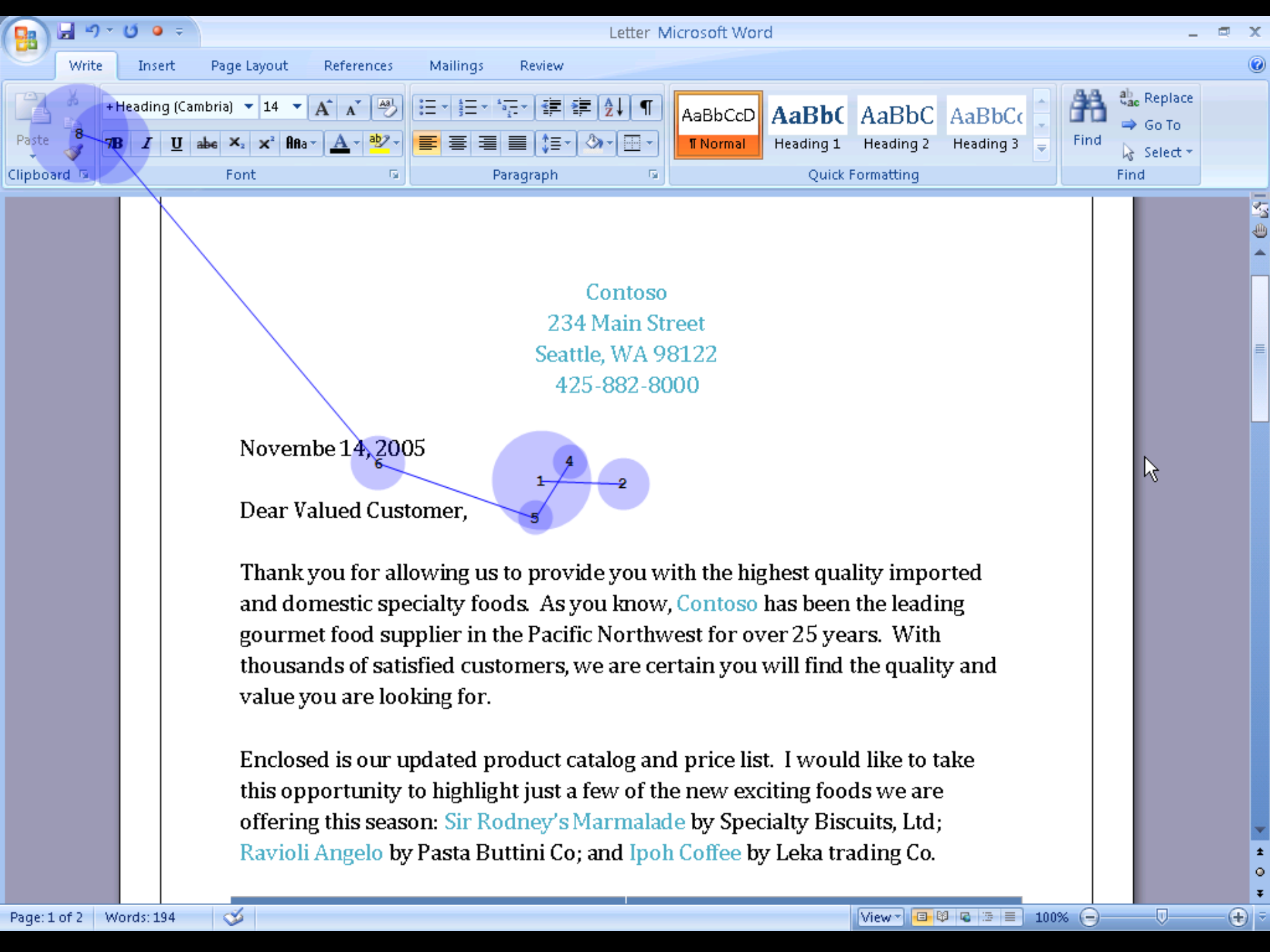
Dear Valued Customer,

Thank you for allowing us to provide you with the highest quality imported and domestic specialty foods. As you know, Contoso has been the leading gourmet food supplier in the Pacific Northwest for over 25 years. With thousands of satisfied customers, we are certain you will find the quality and value you are looking for.

Enclosed is our updated product catalog and price list. I would like to take this opportunity to highlight just a few of the new exciting foods we are offering this season:

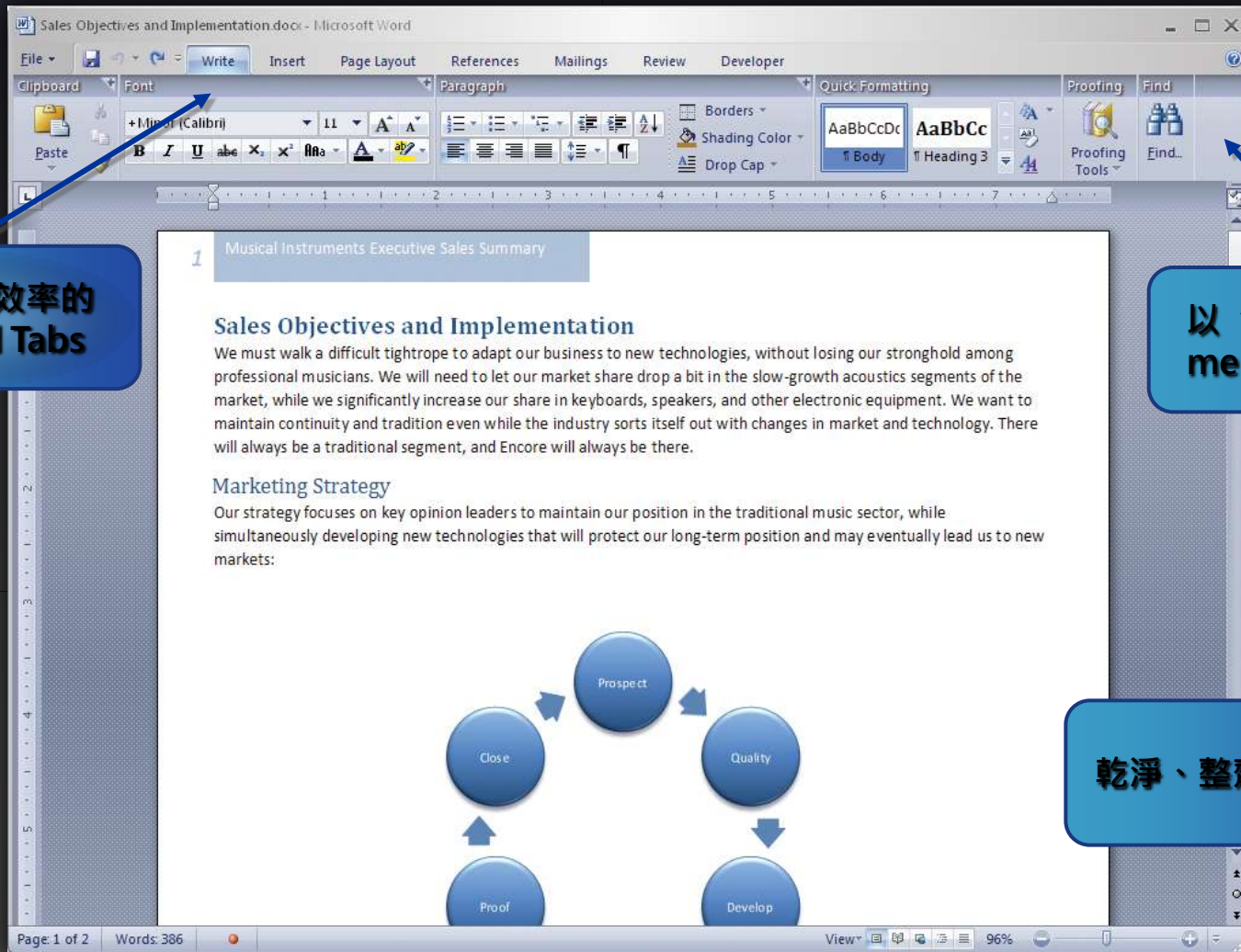
Product	Company
Sir Rodney's Marmalade	Specialty Biscuits, Ltd
Ravioli Angelo	Pasta Buttini Co
Ipoh Coffee	Ieka trading Co.

We are proud to offer you a wide selection of products from around the world. Our highly trained staff is constantly searching for premium products at the best prices.



結果導向的使用者介面 (Ribbon UI)

更容易尋找所需要的功能



有組織、有效率的
Command Tabs

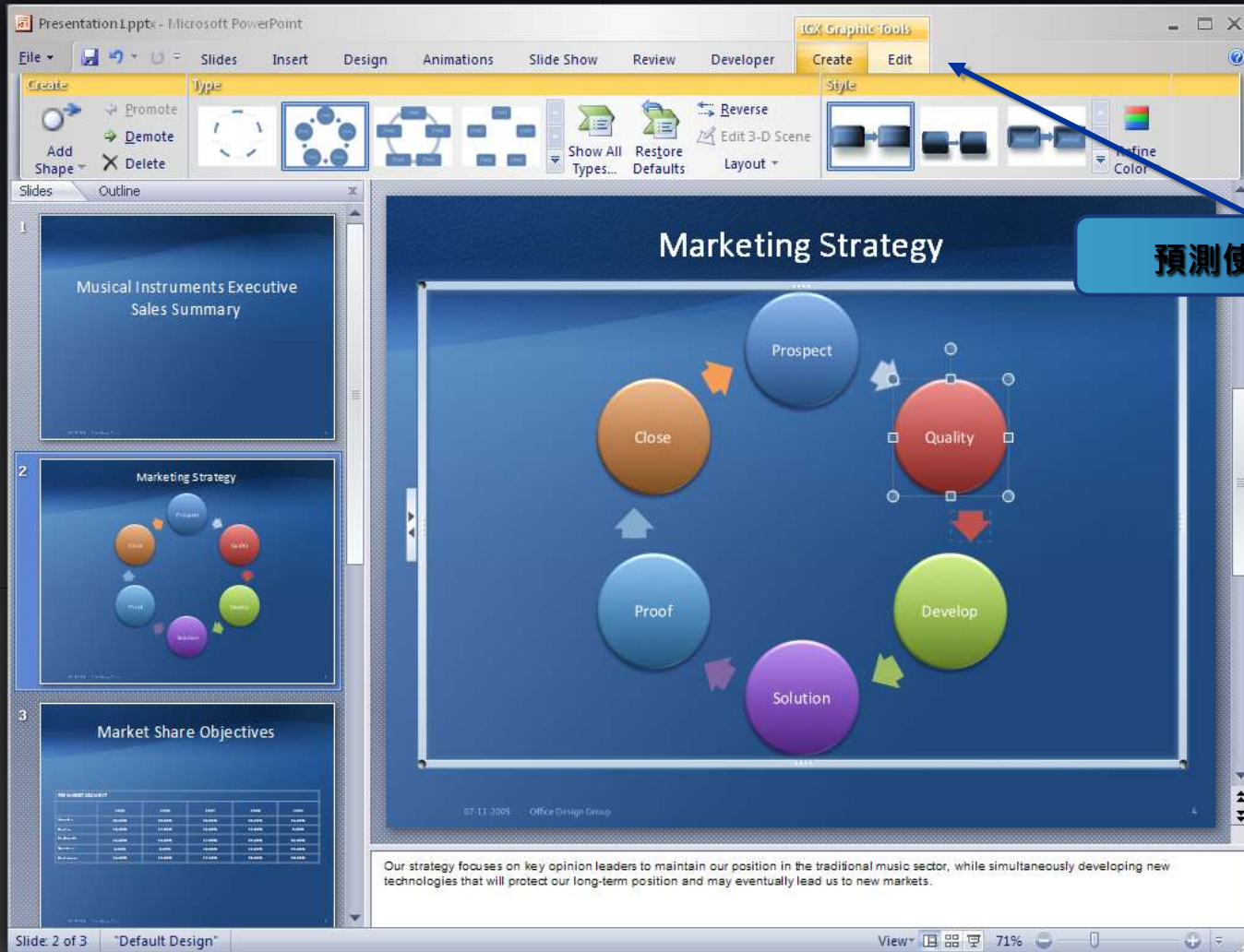
以“Ribbon”取代
menus和 toolbars

乾淨、整齊的工作區

Prototype only

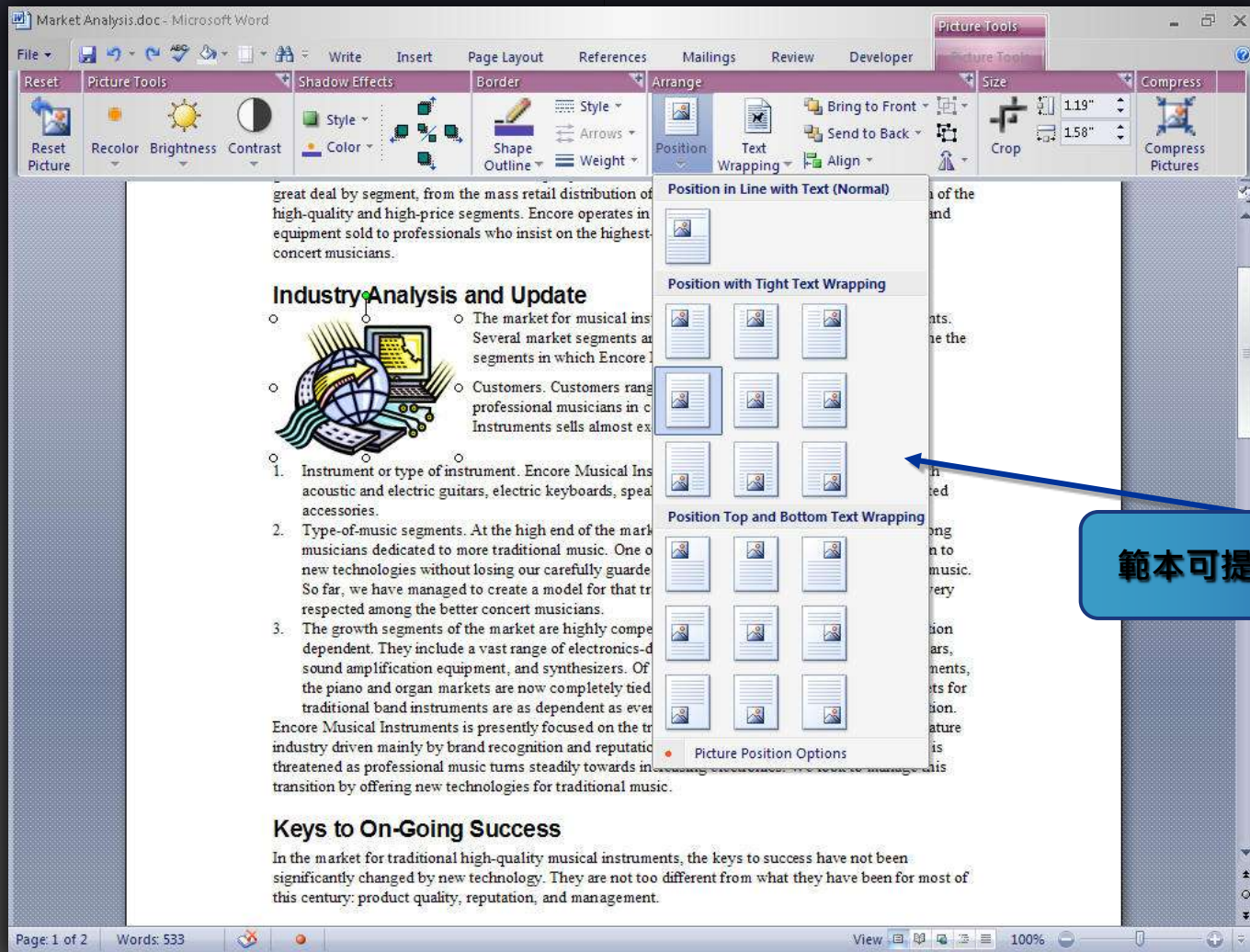
結果導向的使用者介面 (Ribbon UI)

更容易尋找所需要的指令



結果導向的使用者介面 (Ribbon UI)

讓所有的功能可以更方便的使用



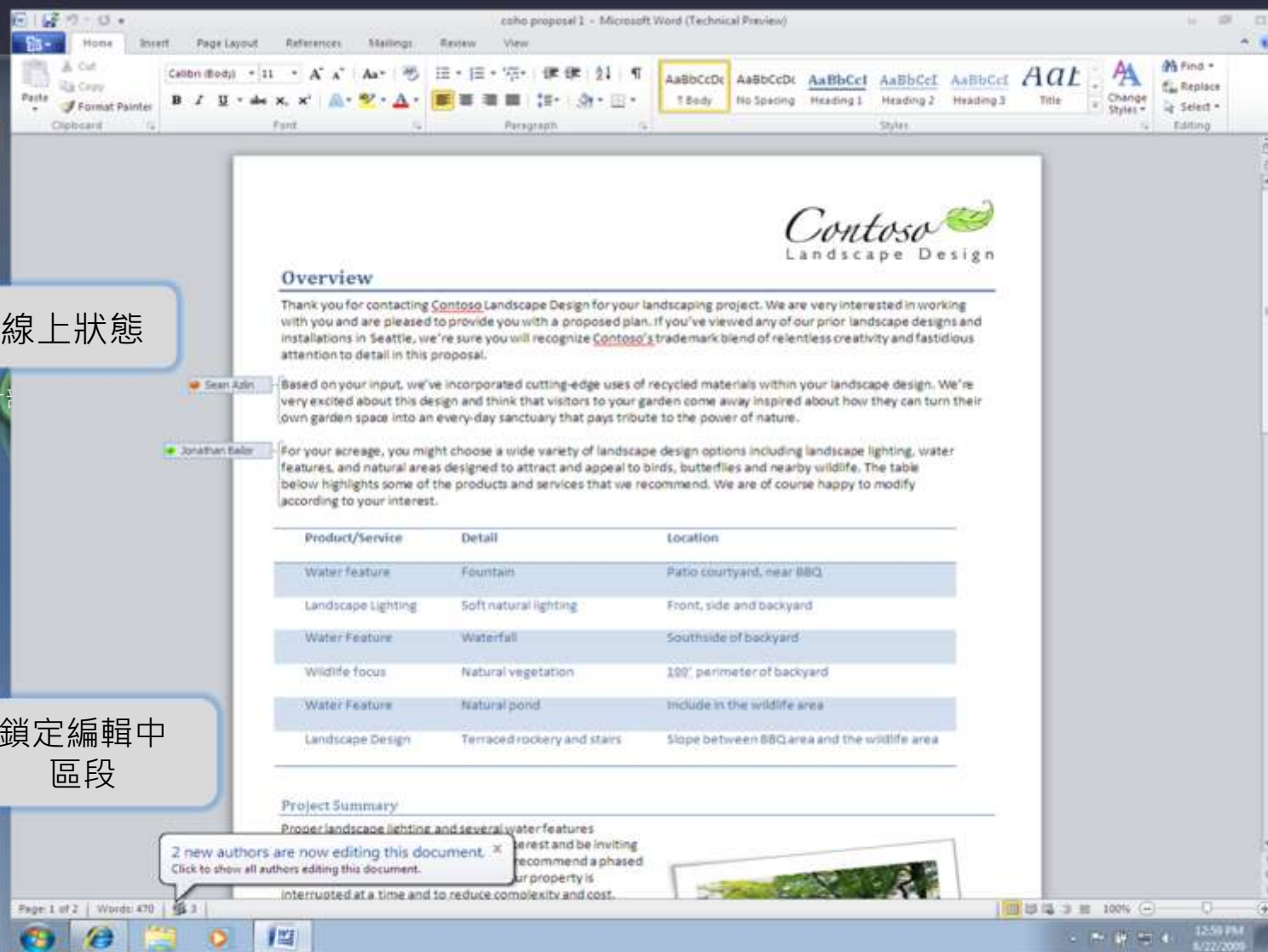
範本可提供選擇及預覽

Office 2010新功能預覽

共同工作

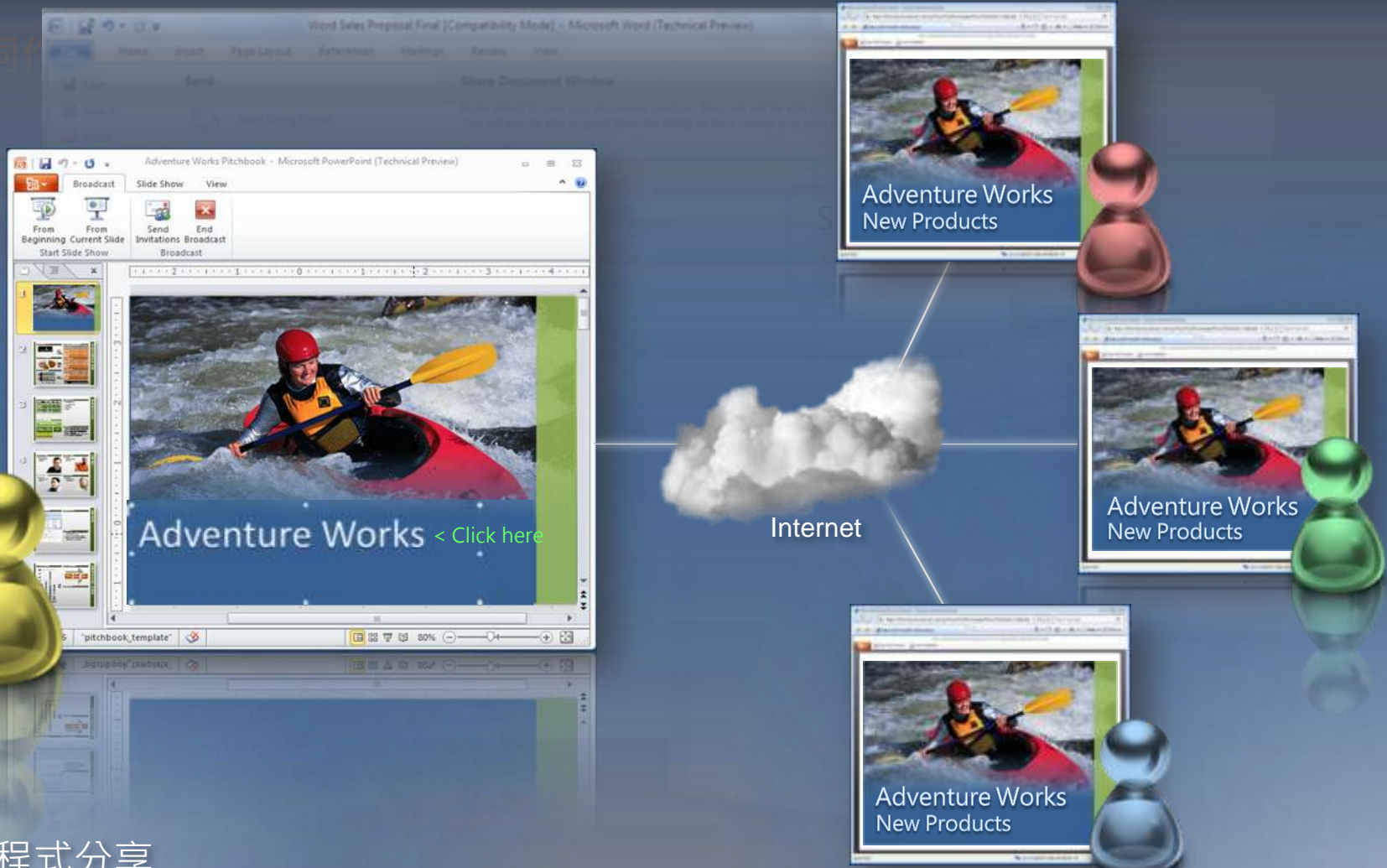


如何因應緊迫的時間並讓團隊同時作業



即時分享簡報、資料或其他應用程式

共同作



應用程式分享
Application Sharing Scenario

最佳搭檔 Outlook 2010 & Exchange 2010



Microsoft®
Outlook® 2010



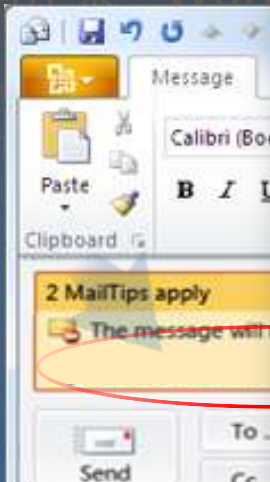
Microsoft®
Exchange 2010



輕鬆駕馭電子郵件與行事曆

共同作業 - Word

挑戰
件的
定計



Dev's Favorite Step

Name: Dev's Favorite Step

Add actions below that will be performed when this quick step is clicked on.

Actions

- X Move to folder
To Save / Reference
- X Flag Message
This Week
- X Categorize message
Important

Add Action

Optional

Shortcut key: CTRL+SHIFT+1

Tooltip text:
This text will show up when the mouse hovers over the quick step.

Create Cancel

郵件提示
Mail Tips

自訂動作
Custom Actions

Outlook & Exchange 2010 開發重點

管理資訊及保持連線

- 降低資訊負擔
- 整合通訊
- Anywhere access 及協同作業
- 連結使用者提升成效

商用等級 E-mail

- 效能及大小
- 保護通訊
- Compliance 及封存
- 多個商用帳號

強化運作彈性

- 彈性部署
- 持續高可用度
- 簡化管理

高生產力使用者

符合商用需求

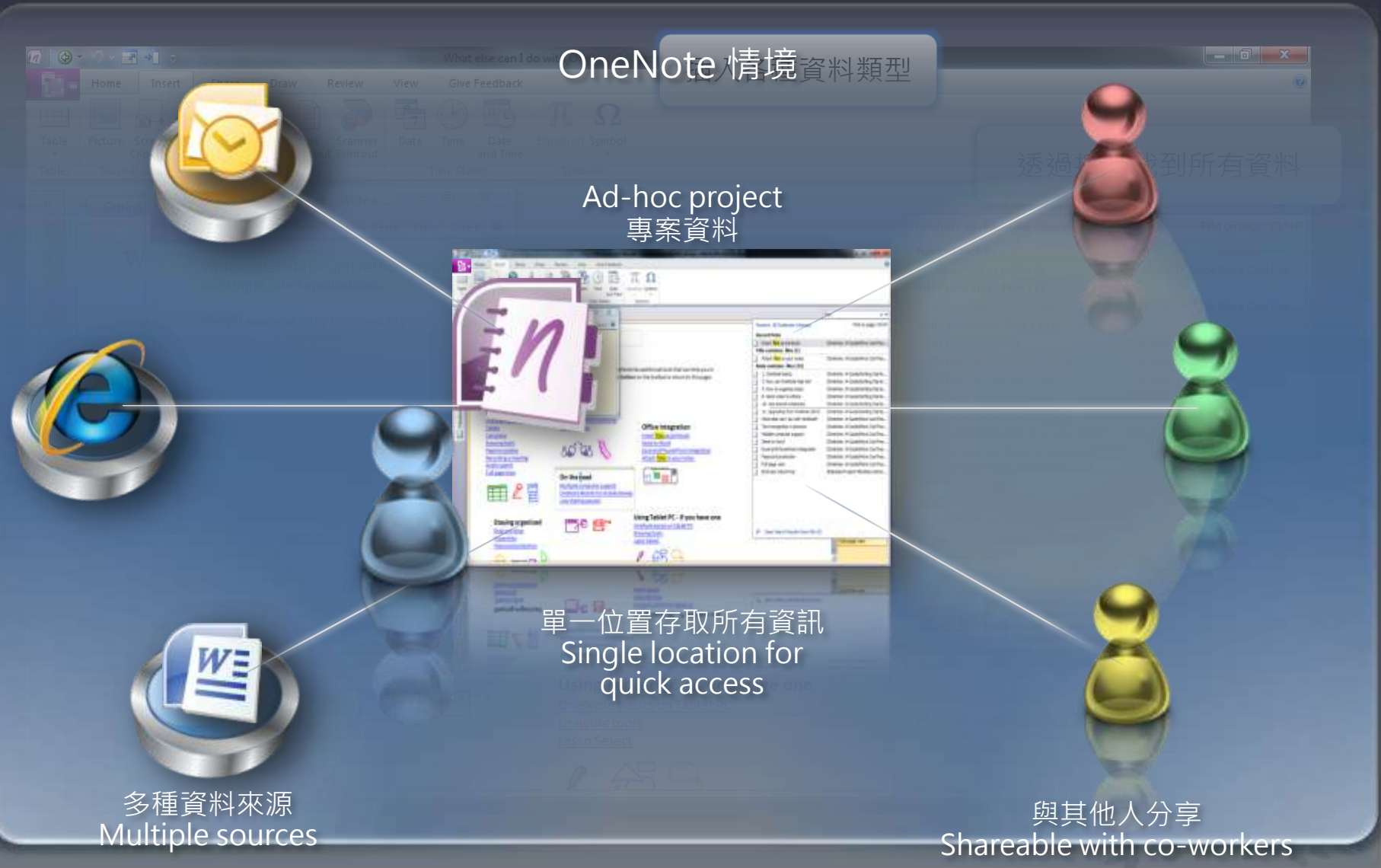
降低 IT 成本, 提升 IT 靈敏度

Office 2010新功能預覽

創意實現



集中管理所有的文件、知識、資訊

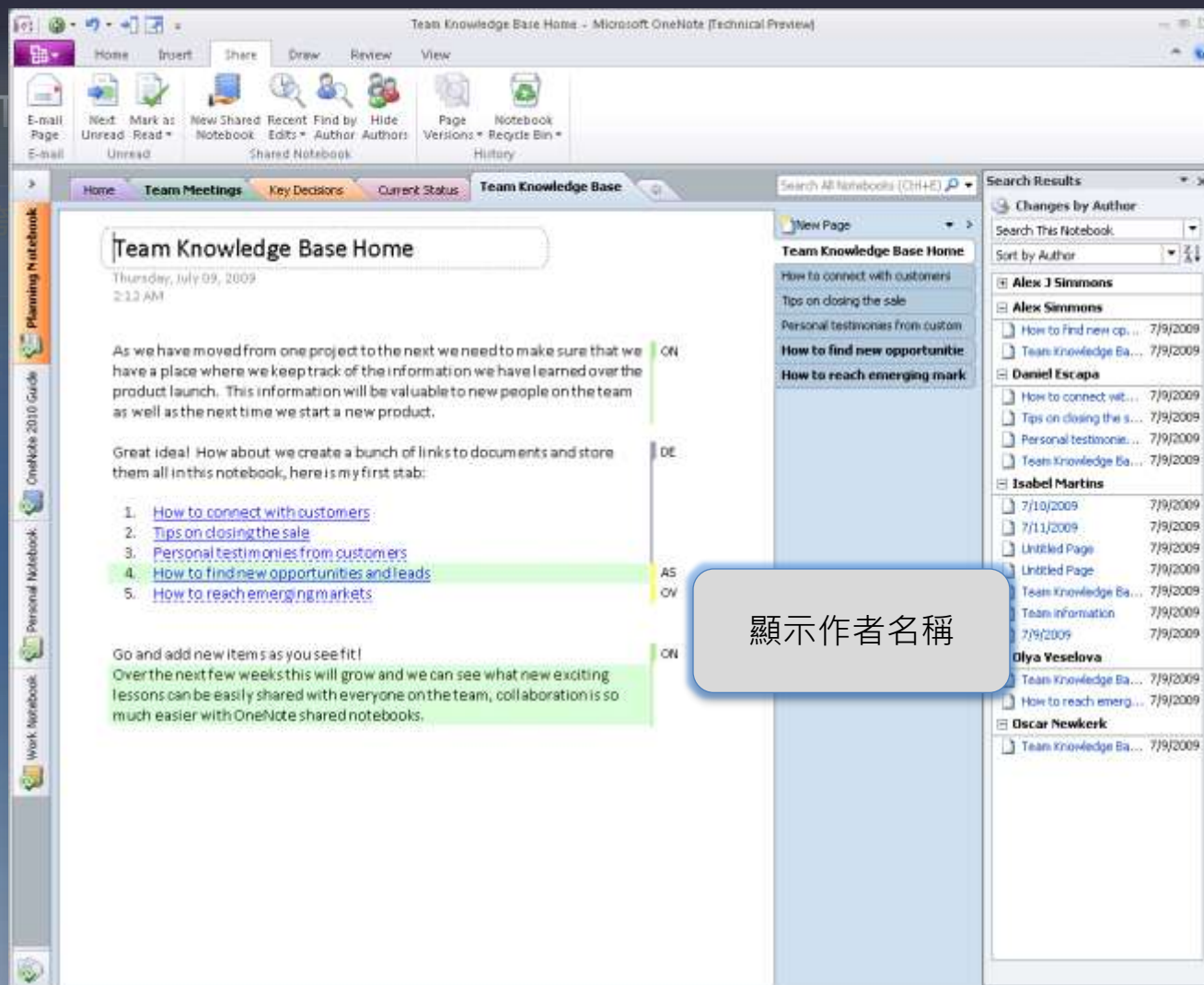


OneNote 2010

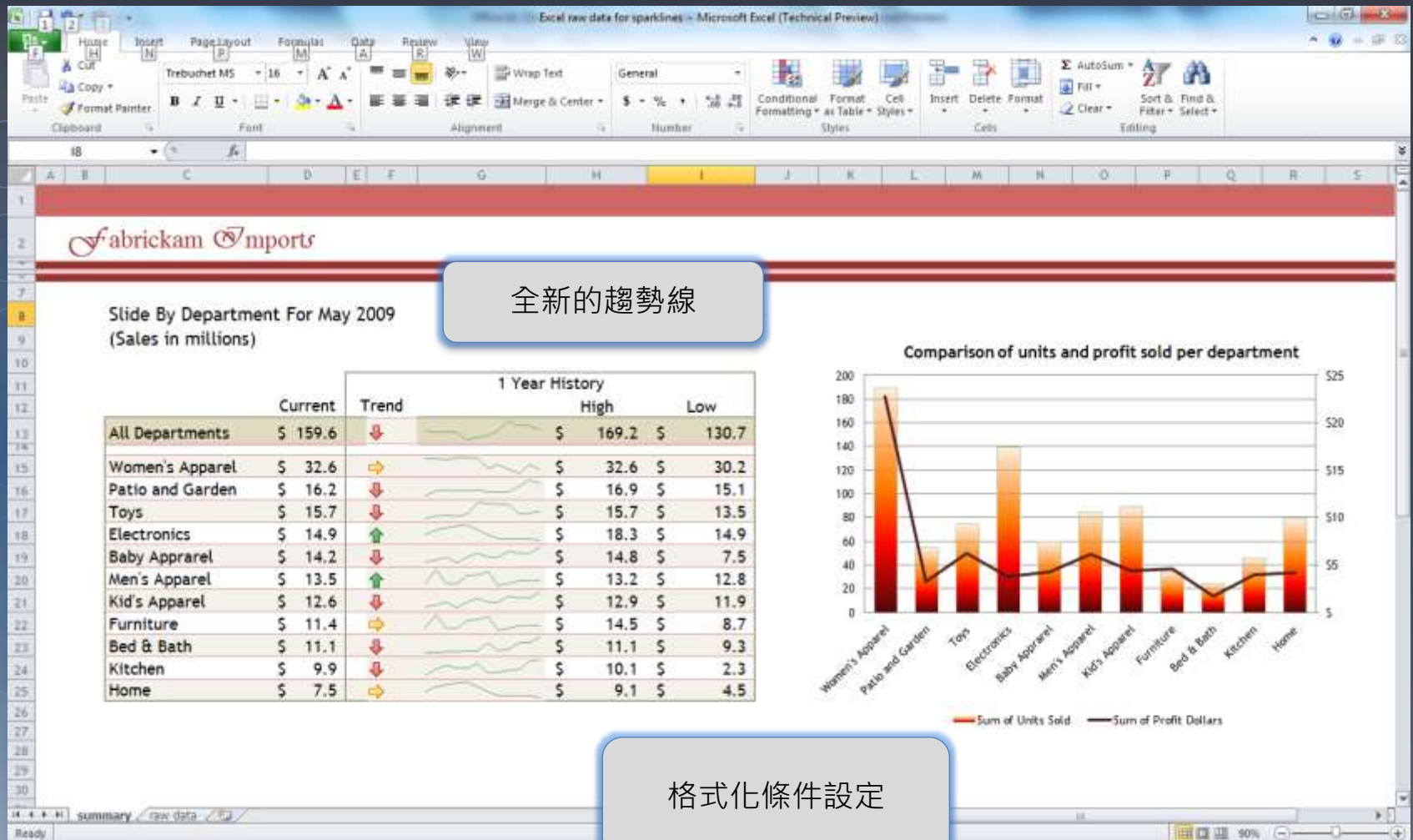
腦力激盪、會議紀錄、課程教材、共同筆記

Work T

挑戰: 跨
力激盪



Excel 2010-快速掌握巨量的資料，以視覺化方式呈現



PowerPoint 2010

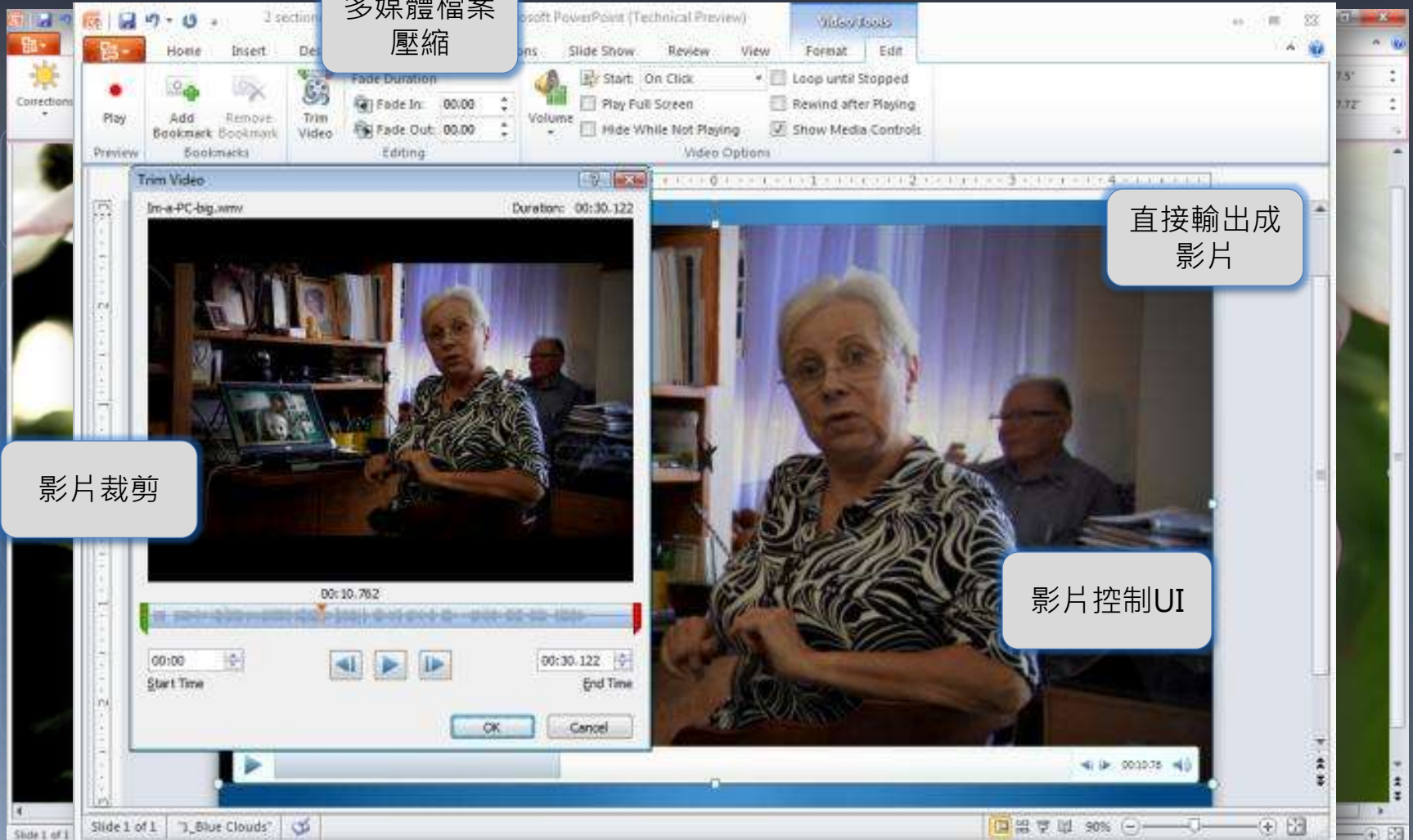
善用多媒體，進行知識的分享與交流

多媒體檔案
壓縮

影片裁剪

直接輸出成
影片

影片控制UI



以更好的剪貼功能減少重複性動作

創意實現

挑戰: 剪貼作業煩瑣
間, 使用者希望有

新功能: 剪貼功能

Word Sales Proposal Final [Compatibility Mode] - Microsoft Word

Review View Give Feedback

Paragraph

AaBbCcDdEe FfGgHhIi JjKkLlMm NnOoPpQq RrSsTtUu VvWwXxYy Zz

Normal No Spacing Heading 1 Heading 2

diagram that identifies the activities that need to take place in order to ensure that the adverse impact from incidents and problems is minimized and that the occurrence of incidents is prevented.

In this process, the identified underlying problems are as follows: the corresponding incidents that have occurred. Additionally, the process identifies suitable workarounds that provide customers with service restoration and improvement while a more permanent solution is being implemented.

USA 2007			
Region	Total Revenue	Budget	Difference
Central	\$234,894	\$280,000	↓ -\$45,106
North East	\$288,815	\$280,000	→ \$8,815
North West	\$377,439	\$280,000	↑ \$97,439
South West	\$305,252	\$280,000	→ \$25,252
Grand Total	\$1,206,400	\$1,120,000	↑ \$86,400

Paste

Set Default Paste Picture (U)

在套用前先預覽

提供各種剪貼格式

隨時隨地都能工作

隨時隨地



Fabrikam Q4 Executive Update.docx - Shared Documents - WAC - Windows Internet Explorer

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

Favorites: 603 Fabrikam Q4 Executive Update.docx - Shared D...

Executive Upd...

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

Fabrikam Q4 Executive Update.docx - Shared Documents - WAC - Windows Internet Explorer

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

Favorites: 603 Fabrikam Q4 Executive Update.docx - Shared D...

Executive Upd...

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

http://fabrikam/documents/Fabrikam Q4 Executive Update.docx

FABRIKAM Press Release
Prepared by the Executive Leadership Council under the direction of Justin Thorp CEO

INTRODUCTION
The challenges we face as we move into the planning cycle are significant, but with hard work and clear thinking we are confident that we will be able to continue the strong growth path we've established over the last twelve months. Now is not the time to rest on our laurels - rather it is the time to consolidate our market position and seek new markets for our products.

ORGANIZATIONAL REALIGNMENT
In order to meet our growing sales demands, and to optimize the supply chain throughout our worldwide operations, Fabrikam is pleased to announce the realignment of our sales and manufacturing workforces world-wide. The new executive leadership team outlined in the table below will streamline each of our regional operations to maximize profit in the way that best suits the capabilities of their region.

We can maximize our sales targets in each region, a place where we can engage our customers on familiar ground with our new structure. This will allow our global efforts to optimize our inventory, sales management and capital investments to grow the business. This is part of the ongoing effort of the Fabrikam to demonstrate leadership, reliability and prowess in the widget industry.

Region	Vice President	Office Locations	Sales Offices
North America	Rich Haddock	Dallas	25
Canada	Wilson Fong	Montreal	5
Japan	Makoto Taniguchi	Tokyo	14
Germany	Stefan Franzer	Hannover	20
Italy	Stephane Bourne	Milan	12
Ireland	Isabel Martins	Galway	4

Local intranet | Protected Mode



SSL

Office Web Applications 情境

不用擔心離線無法工作



讓 SharePoint 內容能夠離線使用

從桌面上即可進行強大分析



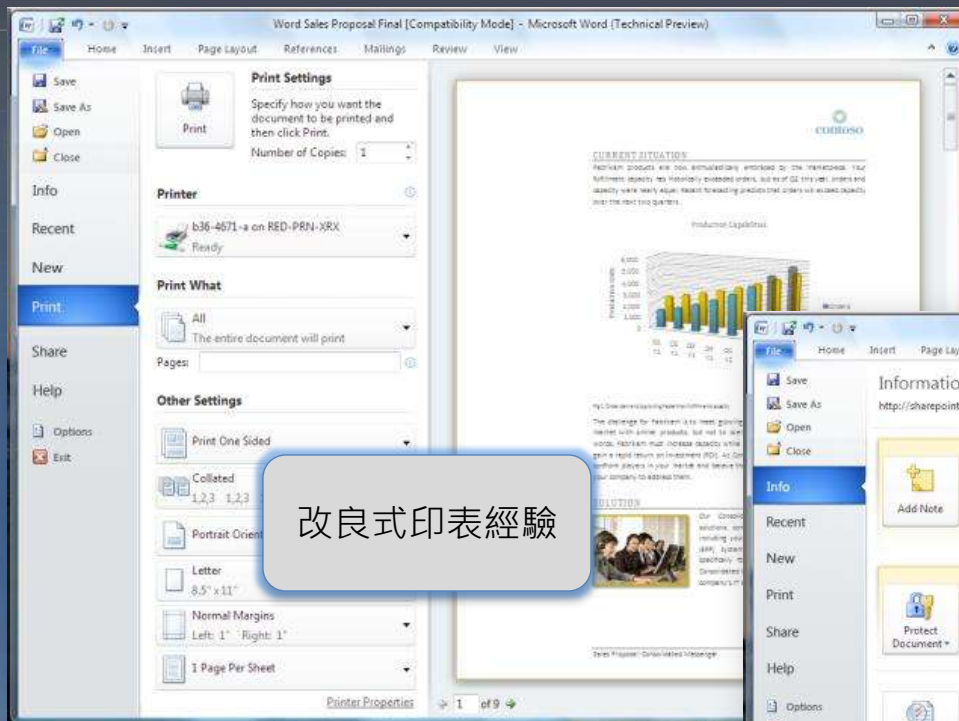
The screenshot shows an Excel spreadsheet with a large table of data. A text box is overlaid on the table, indicating the number of rows.

Purchase	Date	Media
103841	6/21/2007 3:42:01 AM	13406
103842	6/21/2007 3:42:01 AM	13406
103843	6/21/2007 3:42:01 AM	13406
103844	6/21/2007 3:42:01 AM	13406
103845	6/21/2007 3:42:01 AM	13406
103846	6/21/2007 3:42:01 AM	13406
103847	6/21/2007 3:42:01 AM	13406
103848	6/21/2007 3:42:01 AM	13406
103849	6/21/2007 3:42:01 AM	13406
103850	6/21/2007 3:42:01 AM	13406
103851	6/21/2007 3:42:01 AM	13406
103852	6/21/2007 3:42:01 AM	13406
103853	6/21/2007 3:42:01 AM	13406
103854	6/21/2007 3:42:01 AM	13406
103855	6/21/2007 3:42:01 AM	13406
103856	6/21/2007 3:42:01 AM	13406
103857	6/21/2007 3:42:01 AM	13406
103858	6/21/2007 3:42:01 AM	13406
103859	6/21/2007 3:42:01 AM	13406
103860	6/21/2007 3:42:01 AM	13406
103861	6/21/2007 3:42:01 AM	13406
103862	6/21/2007 3:42:01 AM	13406
103863	6/21/2007 3:42:01 AM	13406
103864	6/21/2007 3:42:01 AM	13406
103865	6/21/2007 3:42:01 AM	13406
103866	6/21/2007 3:42:01 AM	13406
103867	6/21/2007 3:42:01 AM	13406
103868	6/21/2007 3:42:01 AM	13406
103869	6/21/2007 3:42:01 AM	13406
103870	6/21/2007 3:42:01 AM	13406
103871	6/21/2007 3:42:01 AM	13406
103872	6/21/2007 3:42:01 AM	13406
103873	6/21/2007 3:42:01 AM	13406
103874	6/21/2007 3:42:01 AM	13406
103875	6/21/2007 3:42:01 AM	13406
103876	6/21/2007 3:42:01 AM	13406
103877	6/21/2007 3:42:01 AM	13406
103878	6/21/2007 3:42:01 AM	13406
103879	6/21/2007 3:42:01 AM	13406
103880	6/21/2007 3:42:01 AM	13406
103881	6/21/2007 3:42:01 AM	13406
103882	6/21/2007 3:42:01 AM	13406
103883	6/21/2007 3:42:01 AM	13406
103884	6/21/2007 3:42:01 AM	13406
103885	6/21/2007 3:42:01 AM	13406
103886	6/21/2007 3:42:01 AM	13406
103887	6/21/2007 3:42:01 AM	13406
103888	6/21/2007 3:42:01 AM	13406
103889	6/21/2007 3:42:01 AM	13406
103890	6/21/2007 3:42:01 AM	13406
103891	6/21/2007 3:42:01 AM	13406
103892	6/21/2007 3:42:01 AM	13406
103893	6/21/2007 3:42:01 AM	13406
103894	6/21/2007 3:42:01 AM	13406
103895	6/21/2007 3:42:01 AM	13406
103896	6/21/2007 3:42:01 AM	13406
103897	6/21/2007 3:42:01 AM	13406
103898	6/21/2007 3:42:01 AM	13406
103899	6/21/2007 3:42:01 AM	13406
103900	6/21/2007 3:42:01 AM	13406
103901	6/21/2007 3:42:01 AM	13406
103902	6/21/2007 3:42:01 AM	13406
103903	6/21/2007 3:42:01 AM	13406
103904	6/21/2007 3:42:01 AM	13406
103905	6/21/2007 3:42:01 AM	13406
103906	6/21/2007 3:42:01 AM	13406
103907	6/21/2007 3:42:01 AM	13406
103908	6/21/2007 3:42:01 AM	13406
103909	6/21/2007 3:42:01 AM	13406
103910	6/21/2007 3:42:01 AM	13406
103911	6/21/2007 3:42:01 AM	13406
103912	6/21/2007 3:42:01 AM	13406
103913	6/21/2007 3:42:01 AM	13406
103914	6/21/2007 3:42:01 AM	13406
103915	6/21/2007 3:42:01 AM	13406
103916	6/21/2007 3:42:01 AM	13406
103917	6/21/2007 3:42:01 AM	13406
103918	6/21/2007 3:42:01 AM	13406
103919	6/21/2007 3:42:01 AM	13406
103920	6/21/2007 3:42:01 AM	13406
103921	6/21/2007 3:42:01 AM	13406
103922	6/21/2007 3:42:01 AM	13406
103923	6/21/2007 3:42:01 AM	13406
103924	6/21/2007 3:42:01 AM	13406
103925	6/21/2007 3:42:01 AM	13406
103926	6/21/2007 3:42:01 AM	13406
103927	6/21/2007 3:42:01 AM	13406
103928	6/21/2007 3:42:01 AM	13406
103929	6/21/2007 3:42:01 AM	13406
103930	6/21/2007 3:42:01 AM	13406
103931	6/21/2007 3:42:01 AM	13406
103932	6/21/2007 3:42:01 AM	13406
103933	6/21/2007 3:42:01 AM	13406
103934	6/21/2007 3:42:01 AM	13406
103935	6/21/2007 3:42:01 AM	13406
103936	6/21/2007 3:42:01 AM	13406
103937	6/21/2007 3:42:01 AM	13406
103938	6/21/2007 3:42:01 AM	13406
103939	6/21/2007 3:42:01 AM	13406
103940	6/21/2007 3:42:01 AM	13406
103941	6/21/2007 3:42:01 AM	13406
103942	6/21/2007 3:42:01 AM	13406
103943	6/21/2007 3:42:01 AM	13406
103944	6/21/2007 3:42:01 AM	13406
103945	6/21/2007 3:42:01 AM	13406
103946	6/21/2007 3:42:01 AM	13406
103947	6/21/2007 3:42:01 AM	13406
103948	6/21/2007 3:42:01 AM	13406
103949	6/21/2007 3:42:01 AM	13406
103950	6/21/2007 3:42:01 AM	13406
103951	6/21/2007 3:42:01 AM	13406
103952	6/21/2007 3:42:01 AM	13406
103953	6/21/2007 3:42:01 AM	13406
103954	6/21/2007 3:42:01 AM	13406
103955	6/21/2007 3:42:01 AM	13406
103956	6/21/2007 3:42:01 AM	13406
103957	6/21/2007 3:42:01 AM	13406
103958	6/21/2007 3:42:01 AM	13406
103959	6/21/2007 3:42:01 AM	13406
103960	6/21/2007 3:42:01 AM	13406
103961	6/21/2007 3:42:01 AM	13406
103962	6/21/2007 3:42:01 AM	13406
103963	6/21/2007 3:42:01 AM	13406
103964	6/21/2007 3:42:01 AM	13406
103965	6/21/2007 3:42:01 AM	13406
103966	6/21/2007 3:42:01 AM	13406
103967	6/21/2007 3:42:01 AM	13406
103968	6/21/2007 3:42:01 AM	13406
103969	6/21/2007 3:42:01 AM	13406
103970	6/21/2007 3:42:01 AM	13406
103971	6/21/2007 3:42:01 AM	13406
103972	6/21/2007 3:42:01 AM	13406
103973	6/21/2007 3:42:01 AM	13406
103974	6/21/2007 3:42:01 AM	13406
103975	6/21/2007 3:42:01 AM	13406
103976	6/21/2007 3:42:01 AM	13406
103977	6/21/2007 3:42:01 AM	13406
103978	6/21/2007 3:42:01 AM	13406
103979	6/21/2007 3:42:01 AM	13406
103980	6/21/2007 3:42:01 AM	13406
103981	6/21/2007 3:42:01 AM	13406
103982	6/21/2007 3:42:01 AM	13406
103983	6/21/2007 3:42:01 AM	13406
103984	6/21/2007 3:42:01 AM	13406
103985	6/21/2007 3:42:01 AM	13406
103986	6/21/2007 3:42:01 AM	13406
103987	6/21/2007 3:42:01 AM	13406
103988	6/21/2007 3:42:01 AM	13406
103989	6/21/2007 3:42:01 AM	13406
103990	6/21/2007 3:42:01 AM	13406
103991	6/21/2007 3:42:01 AM	13406
103992	6/21/2007 3:42:01 AM	13406
103993	6/21/2007 3:42:01 AM	13406
103994	6/21/2007 3:42:01 AM	13406
103995	6/21/2007 3:42:01 AM	13406
103996	6/21/2007 3:42:01 AM	13406
103997	6/21/2007 3:42:01 AM	13406
103998	6/21/2007 3:42:01 AM	13406
103999	6/21/2007 3:42:01 AM	13406
104000	6/21/2007 3:42:01 AM	13406

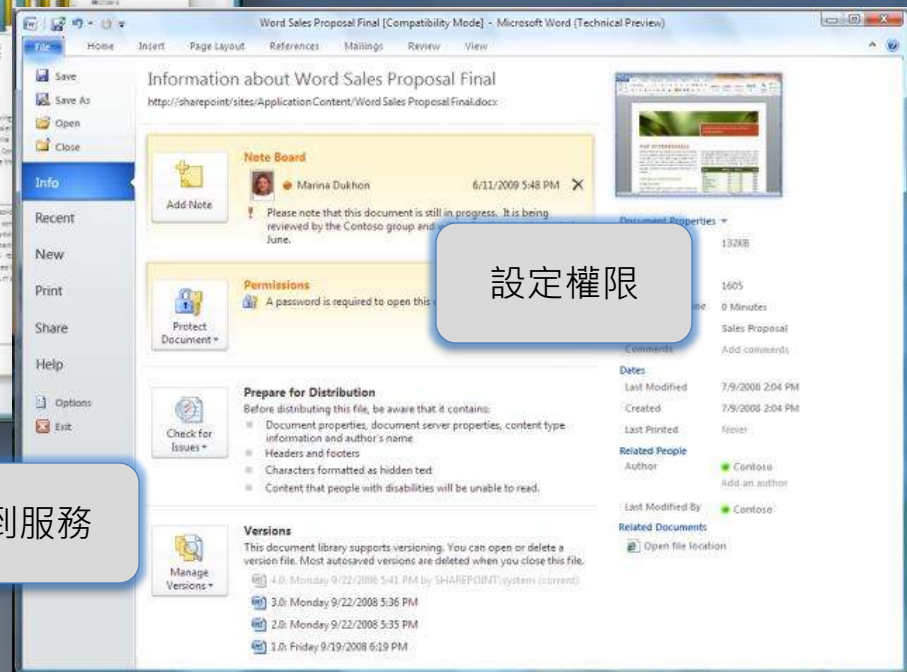
Purchase Date Media
Rows: 101,411,707

處理大量資料

從文件中利用幾個按鍵即可快速發佈或分享 使用新的 Backstage 檢視 – 連接到 Server 及服務



改良式印表經驗



設定權限

連接到服務

隨時用 Office Mobile* 保持最新資料

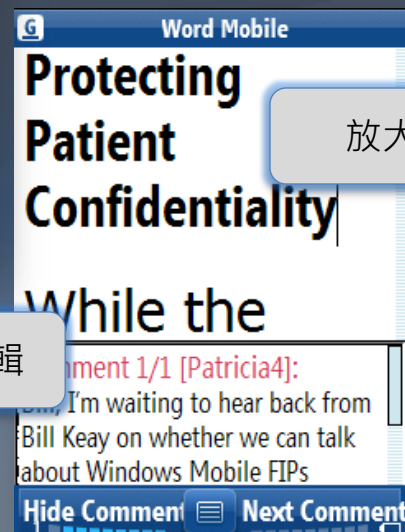
應用程式不只是閱讀功能而已

- 機動編輯內容, 儲存變動資料到後端來源
- 觀看 charts, 圖形及影像就如同使用 PC 一樣
- 無縫式複製及貼上於應用程式間



離線存取你的資料

- Mobile Companions for Excel, Word, PowerPoint, OneNote, SharePoint
- 使用於 Windows Mobile 7 (RTM Spring 2010)

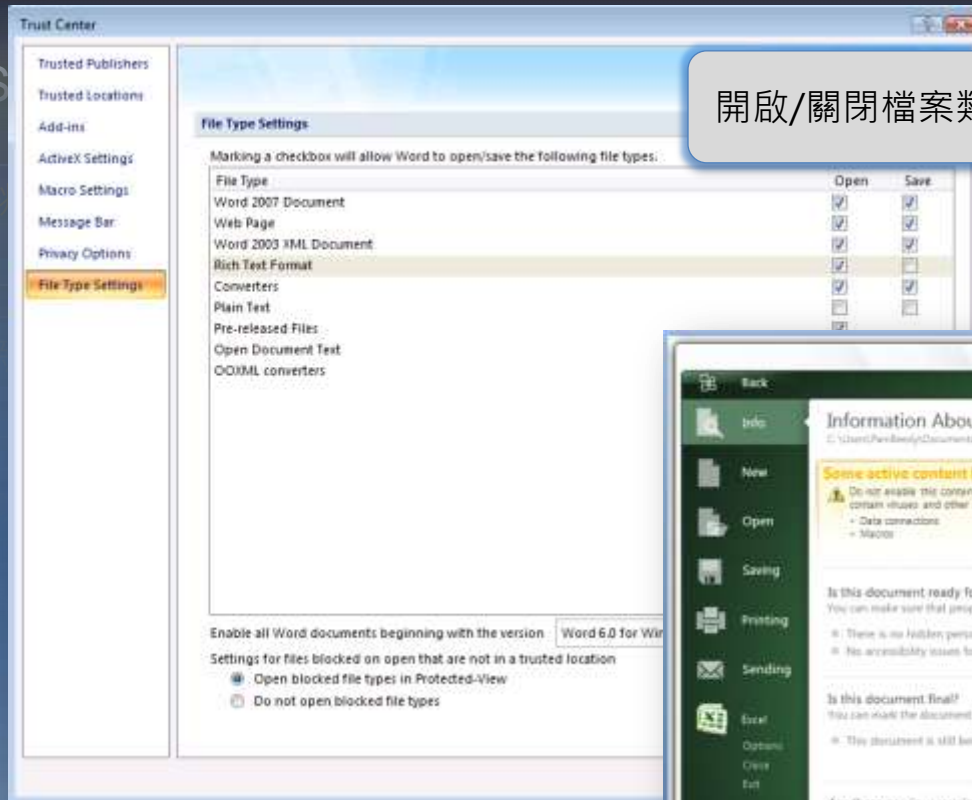


放大

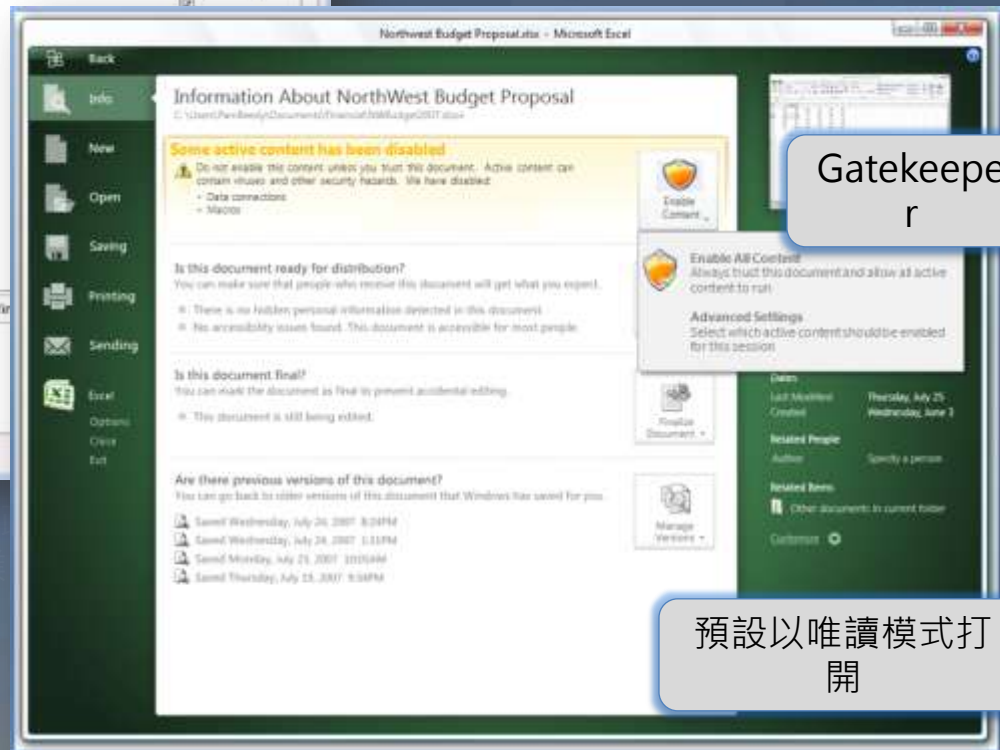
建立及編輯

*Office Mobile 2010 is not included in the Office 2010 applications or suites.

利用階層式防禦機制強化使用者安全性及降低干擾



開啟/關閉檔案類型



Gatekeeper

預設以唯讀模式打開

降低桌面管理成本 & 複雜度

藉由 APP-V 部署虛擬化 Office 桌面

簡化部署 / 降低管理成本

Create a virtual bubble

on demand 串流



Operating System

Hardware

SP1

SP1

使用者自動獲得更新

Server 上只要更新一次



橫跨PC、手機、瀏覽器的最佳使用經驗

共同工作

*Connect. Share.
Accomplish.*



即時的共同作業

駕馭電子郵件

隨時進行腦力激盪與分享

連接社群網路

離線也不用煩惱

創意實現

Envision. Mash Up. Inform.



蒐集各種資料

運用影片進行知識分享

從相片中傳達創意

巨型資料的視覺化分析

結果導向的使用者介面

隨時隨地

PC. Phone. Browser.



從瀏覽器中使用 Office

使用經驗擴展至行動裝置

各式環境皆不影響工作

選擇最適合的工具

橫跨PC、手機、瀏覽器



明智的抉擇: 軟體 + 服務

使用者管理

IT / Partner 管理

"Live"

"Online"

On-premises

Uniform Service
Individuals/SOHO
Ad-supported/Subscriptions

Most Flexibility and Control
Organizations
Subscriptions/Licenses

Cloud Based Services

一般使用者或
SOHO 族

"Desk-less" 方式
給一定需求內的
使用者

企業軟體以服務
方式呈現

完整呈現整體企
業軟體功能

Microsoft 提供

Microsoft 提供
(或 partner)

客戶執行



PCs



Phones



Browsers

幫助使用者完成更多工作

Office 系列 Servers 與 Office 2010 完美的結合

		Client	Server
Unified Communication S	■ Share an Office application with others in one click	Communicator 2010	OCS 2010 SharePoint 2010
	■ See presence and contact others from within your shared document with IM, voice or video	Word 2010 Communicator 2010	OCS 2010
	■ See voice mail transcripts and faxes right in your inbox	Outlook 2010	Exchange 2010
Business Intelligence	■ Consolidate & quickly analyze and vast amounts of data. Share & Refresh powerful BI models in SharePoint	Excel 2010 with Project Gemini add-in	SharePoint 2010
Collaboration	■ Edit the same document at the same time	Word 2010 PowerPoint 2010	SharePoint 2010
	■ Use & update SharePoint documents and lists when you're not connected	SharePoint Workspace 2010 (formerly Groove)	SharePoint 2010
	■ Quickly broadcast a slideshow right from within PowerPoint	PowerPoint 2010	SharePoint 2010
	■ Avoid sending sensitive mail to the wrong people with help from Mail Tips and keep security a priority with Retention Policy and Automated Policy Application	Outlook 2010	Exchange 2010
Enterprise Content Management	■ Enhance content management with smart templates that populate document metadata	Word 2010	SharePoint 2010
	■ Easily access rich client/server capabilities with the Backstage view in Office 2010	Office 2010	SharePoint 2010

全新 Office Professional Plus 2010

內含 SharePoint Workspace, OneNote and Office Web Apps

Experience Business Productivity Servers Through Office Professional Plus 2010

- Initiate workflow from within Office for better process management
- Make presence and instant messaging easy with Communicator
- Protect IP with Rights Management
- Take SharePoint content offline with SharePoint Workspace (formerly Groove)
- Work with line of business information directly in familiar Office applications

Key Updates to Office Professional Plus 2010

- SharePoint Workspace
- OneNote
- Deeper server integration
- Office Web Apps

	Word	Excel	PowerPoint	Outlook	Business Contact Mngtr	Office web applications	OneNote	Publisher	Access	InfoPath	Communicator	SharePoint Workspace (formerly Groove)	
Office Enterprise	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓ = New
Office Pro Plus	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Office Small Biz	✓	✓	✓	✓	✓				✓				
Office Standard	✓	✓	✓	✓	✓	✓	✓	✓	✓				

SharePoint 2010

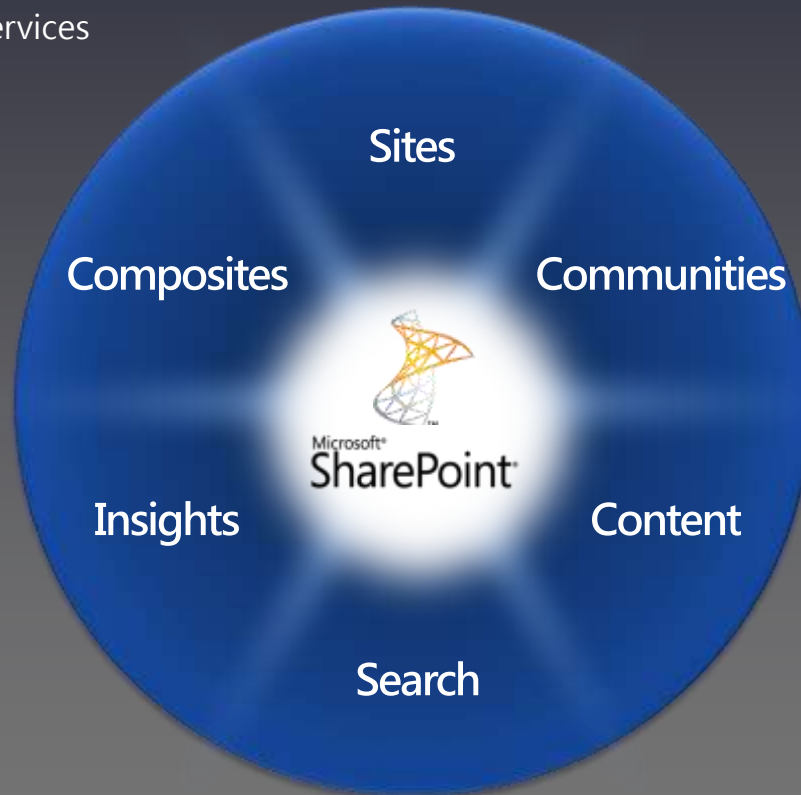


SharePoint Foundation 2010

Ribbon UI
SharePoint Workspace
SharePoint Mobile
Office Client and Office Web App Integration
Standards Support

Business Connectivity Services
External Lists
Workflow
SharePoint Designer
Visual Studio
API Enhancements
REST/ATOM/RSS

Blogs and Wikis



Remote Blob Storage
List Enhancements





Microsoft®

Office 2010

Office OnRamp for IT Pros

Microsoft Corporation



提供IT實質生產力提升的平台

提供所需商業價值

- 利用縱深防禦協助提升安全性
- 協助降低風險
- 強化 compliance 支援
- 強化服務及伺服器連結

持續降低費用及複雜度

- 提供在現有及新購硬體最大化效能
- 簡化部署及管理
- 解決應用程式相容性
- 教育訓練/支援

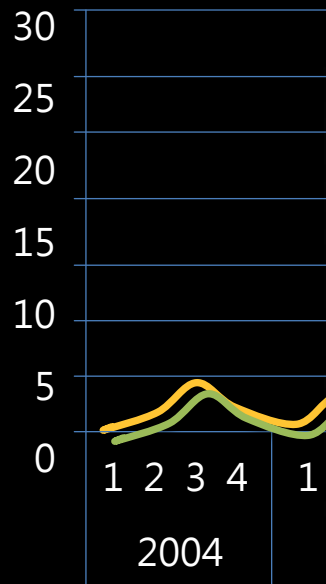


利用縱深防禦強化安全性



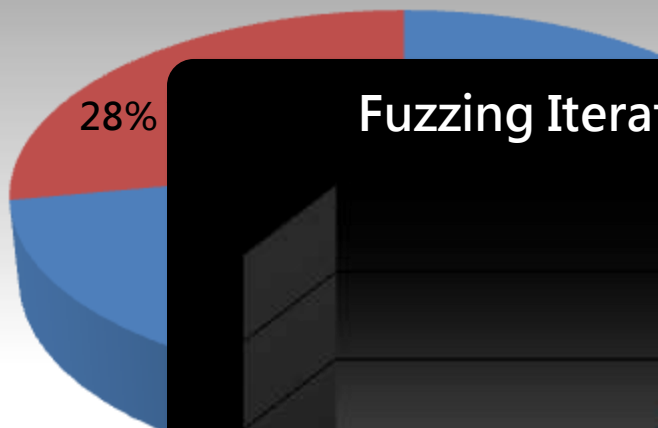
歷史資料證明

Office Security Bulletin Trend (by quarter)

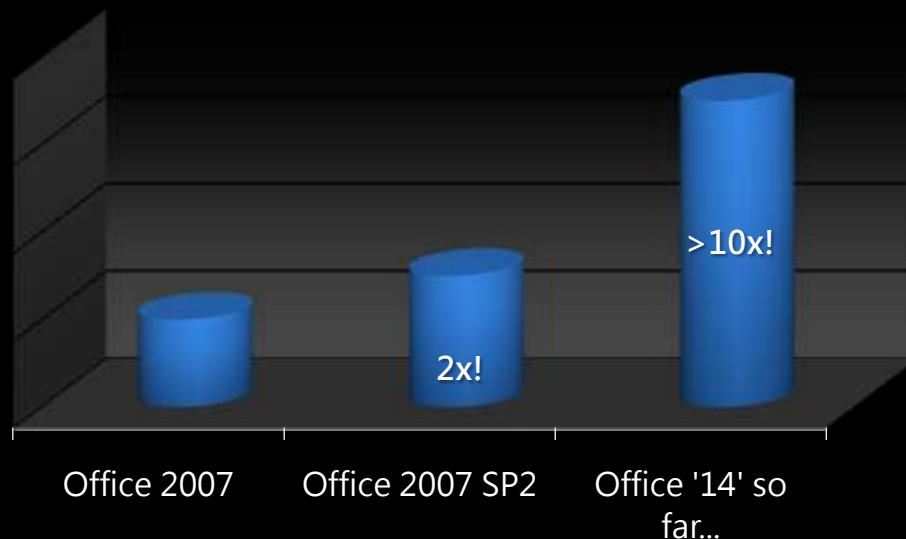


Newer is Better

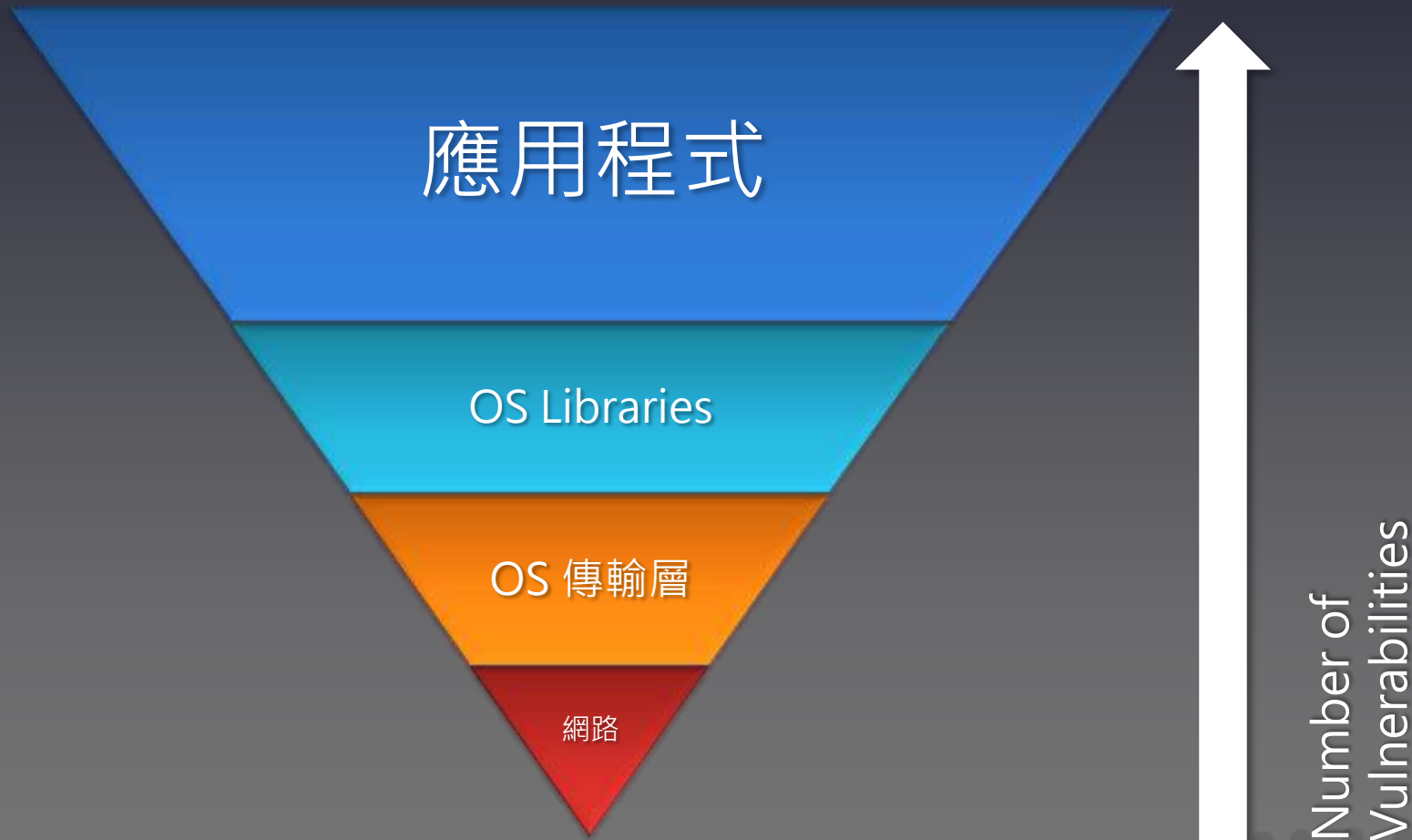
% of vulns affecting Office 2007 since Jan 2007



Fuzzing Iterations Completed



風險地形



* Diagram from SANS – The Top Cyber Security Risks

縱深防禦



強化攻擊防
線



降低攻擊目
標



改善漏洞



提升使用者
經驗



強化攻擊防線



Harden
the Attack
Surface

- 資訊安全工程
 - Security Development Lifecycle Foundation
 - Intensive Distributed Fuzzing
- 避免威脅
 - Support for DEP/NX
 - Leverage WIQ Image Parsers
 - Robust & Agile Cryptography



降低攻擊範圍



Reduce
the Attack
Surface

- 檔案封鎖
 - 封鎖不必要或舊有檔案格式
 - 更容易的 policy 強制機制
 - 檢視 read-only 存取
 - 使用 Protected View 於介於封鎖及允許間的檔案



運用 'Sandbox' 保護檢視



改善漏洞

- Word, Excel, PPT 檔案可以於 'sandbox' 中執行
- 避免有問題文件破壞使用者資料及 OS
- 協助使用者做更好的決定



保護檢視



改善漏洞

Files that
failed
File
Validation

Files that
don't comply
with File Block
Policy

Office 保
護檢視

Files in unsafe
folders

All Outlook
Attachments

Files from
the
Internet
Zone



改善使用者經驗

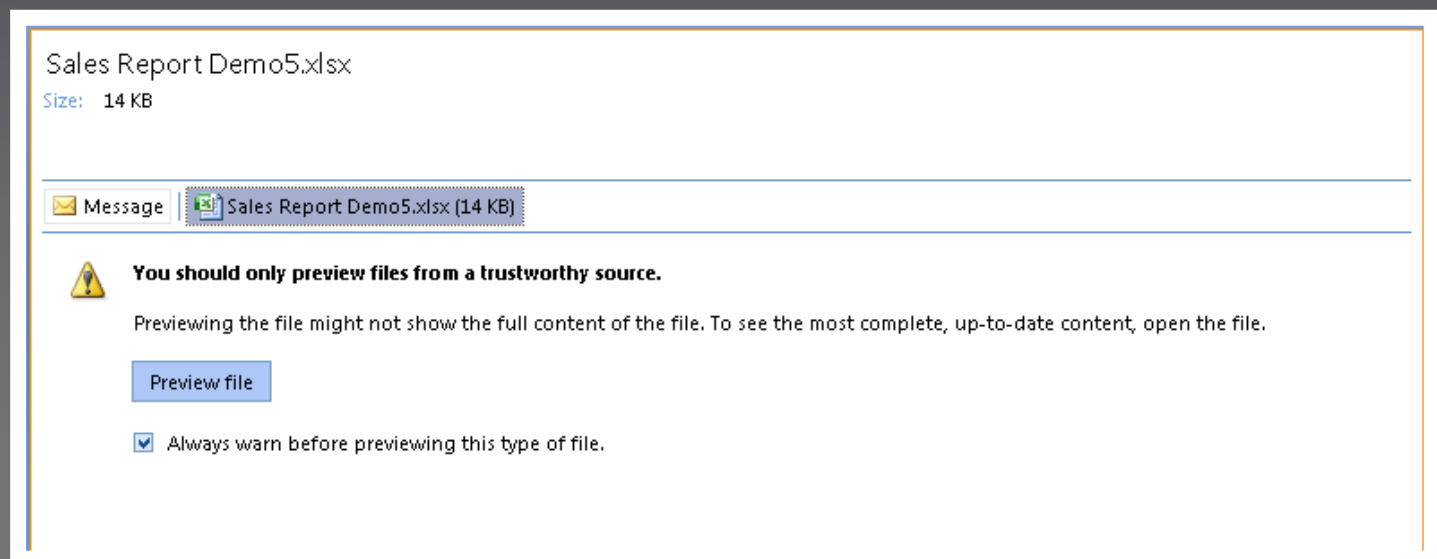
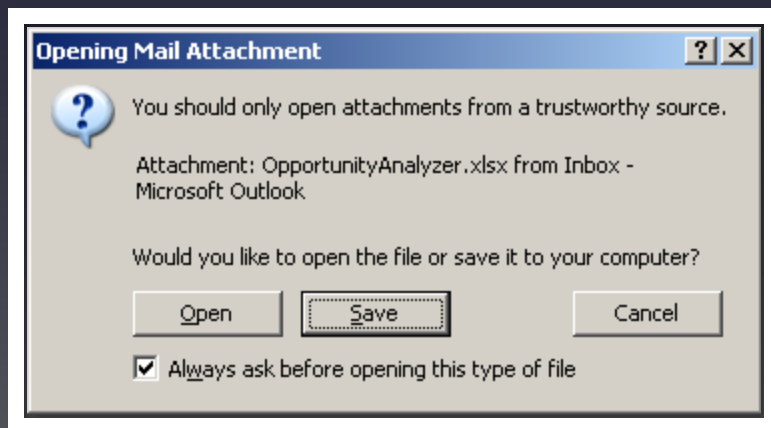


Improve
User
Experience

- 更好資訊協助做最佳判斷
- 避免在安全性及生產力上做決定
- 記住使用者安全性決定, 日後不再詢問
- 降低提示



Office 2007 Prompts



Enterprise Management



Enterprise
Mgmt

- Define policies and use Office to enforce them
 - Office 2003 – 300 GPOs
 - Office 2010 – 400+ GPOs
 - More control within group policy management



The background of the slide features a dark blue gradient. Overlaid on this are several light gray silhouettes of people in professional attire. On the left, a woman stands talking on a mobile phone. In the center, a man and a woman are engaged in a conversation. On the right, a man stands with his back to the camera. In the bottom right corner, a small group of seven people is standing in a line. The text 'Demo: 安全開啟 E-mail 附件' is centered in a yellow, sans-serif font.

Demo: 安全開啟 E-mail 附件


Demo




Search Inbox (Ctrl+E)


Arrange By: Date




Newest on top

Today


 **cute!**
Cassie Hicks
4:22 p.m.




 test1
Cassie Hicks
2:45 p.m.



cute!
Cassie Hicks
Sent: Wed 23/09/2009 4:18 p.m.
To: Andy Ruth

 Message

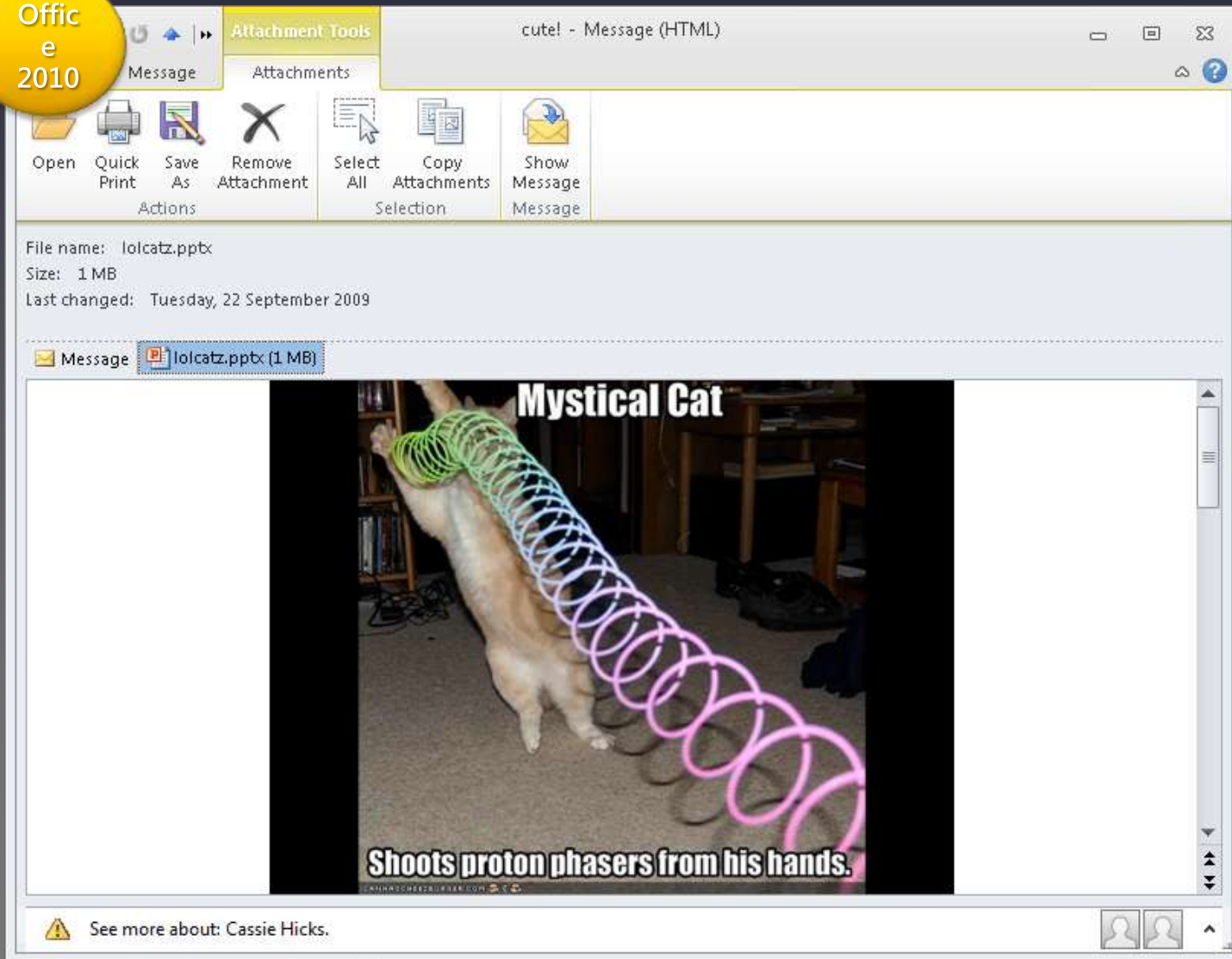
 lolcatz.pptx (1 MB)

Haha cute!



Demo

Office
2010



Demo

Office
2010

lolcatz [Protected View] - Microsoft PowerPoint

Home Insert Design Transitions Animations Slide Show Review View

Protected View This file was opened in Protected View. Click for more details. [Enable Editing](#)

Slides Outline

1 **Mystical Cat**
Shoots proton phasers from his hands.

2 hamster made look fun
but it not.

3 **Concerned kitten**
is really concerned actually.

Mystical Cat

Shoots proton phasers from his hands.

Slide 1 of 3 "Office Theme" 61%

Demo

Office
2010


lolcatz [Protected View] - Microsoft PowerPoint

Home Insert Design Transitions Animations Slide Show Review View


Save
Save As
Open
Close
Info
Recent
New
Print
Share
Help
Options
Exit

Information about lolcatz

C:\Users\andyr\Desktop\lolcatz.pptx



Protected View
This file was opened in Protected View.
You should only enable editing if you trust the contents of the file.
[Learn more about Protected View](#)
[Protected View Settings](#)



Properties

Size	1.6MB
Slides	3
Hidden slides	0
Title	Slide 1
Tags	None
Categories	None

Related Dates

Last Modified	1/03/2009 2:3...
Created	1/03/2009 2:2...
Last Printed	Never

Related People

Author	Ben Canning
Last Modified By	Ben Canning

Related Documents

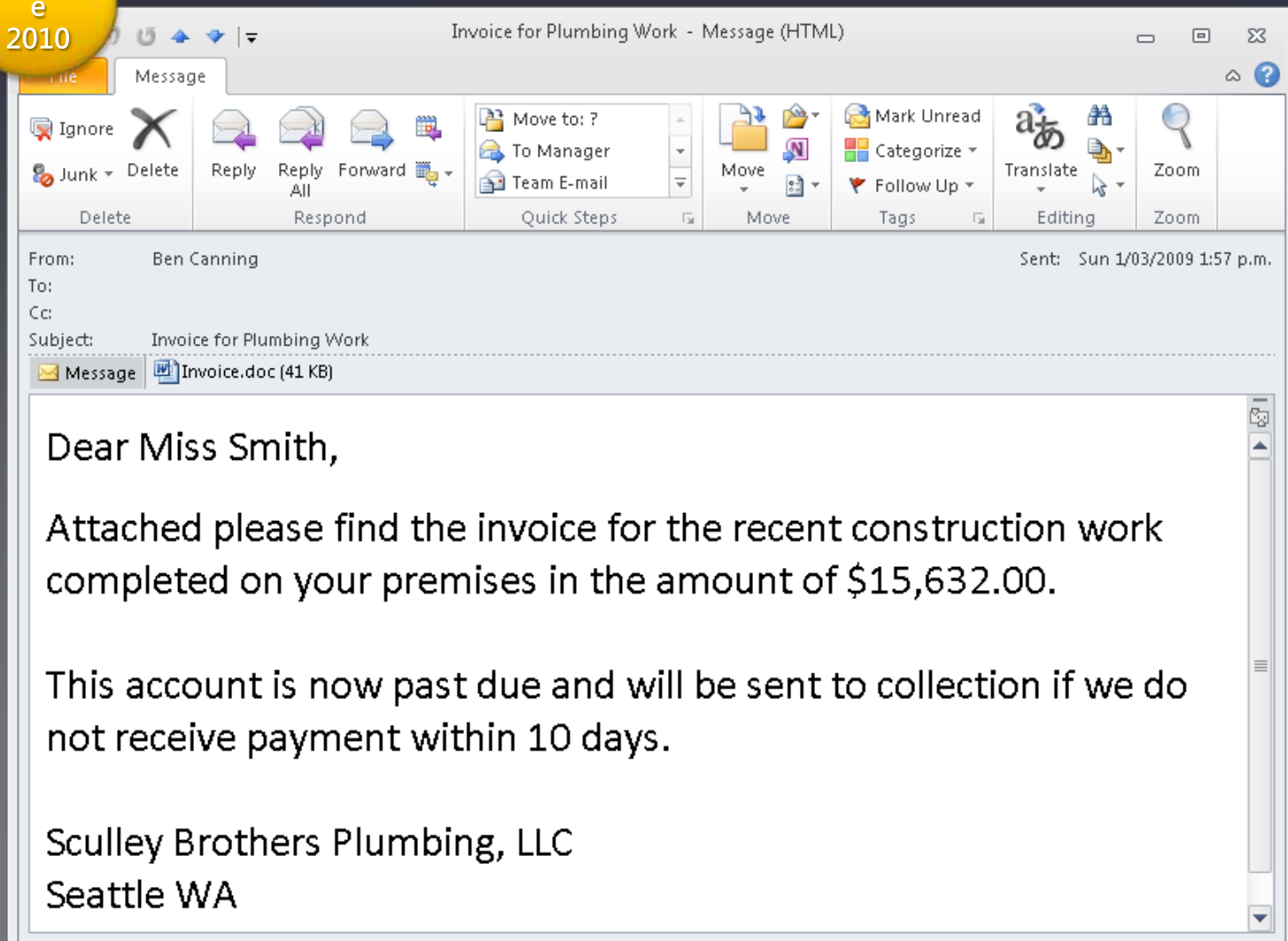
[Open File Location](#)

Demo:做最佳信任決定



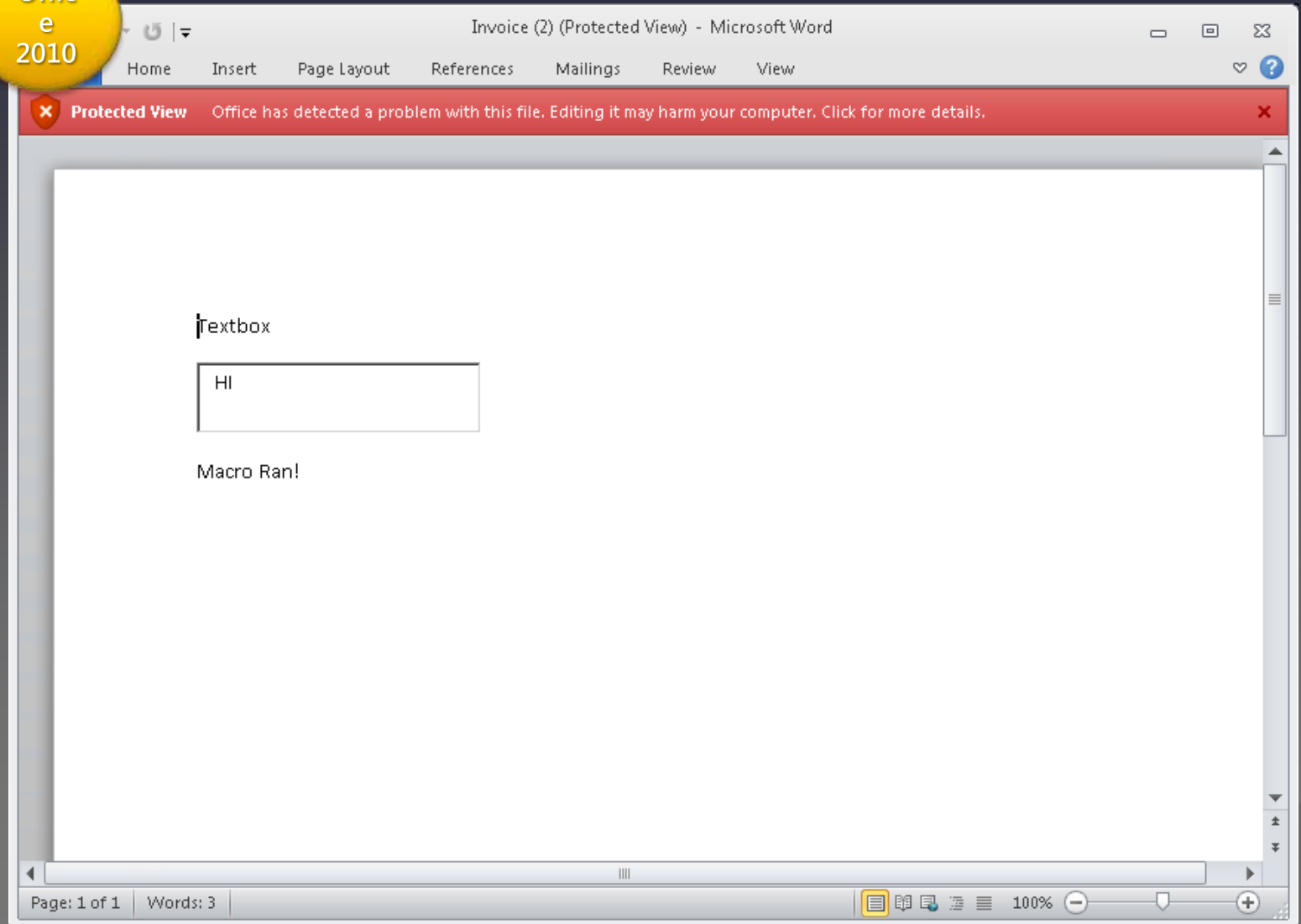
Demo

Office
2010



Demo

Office
2010

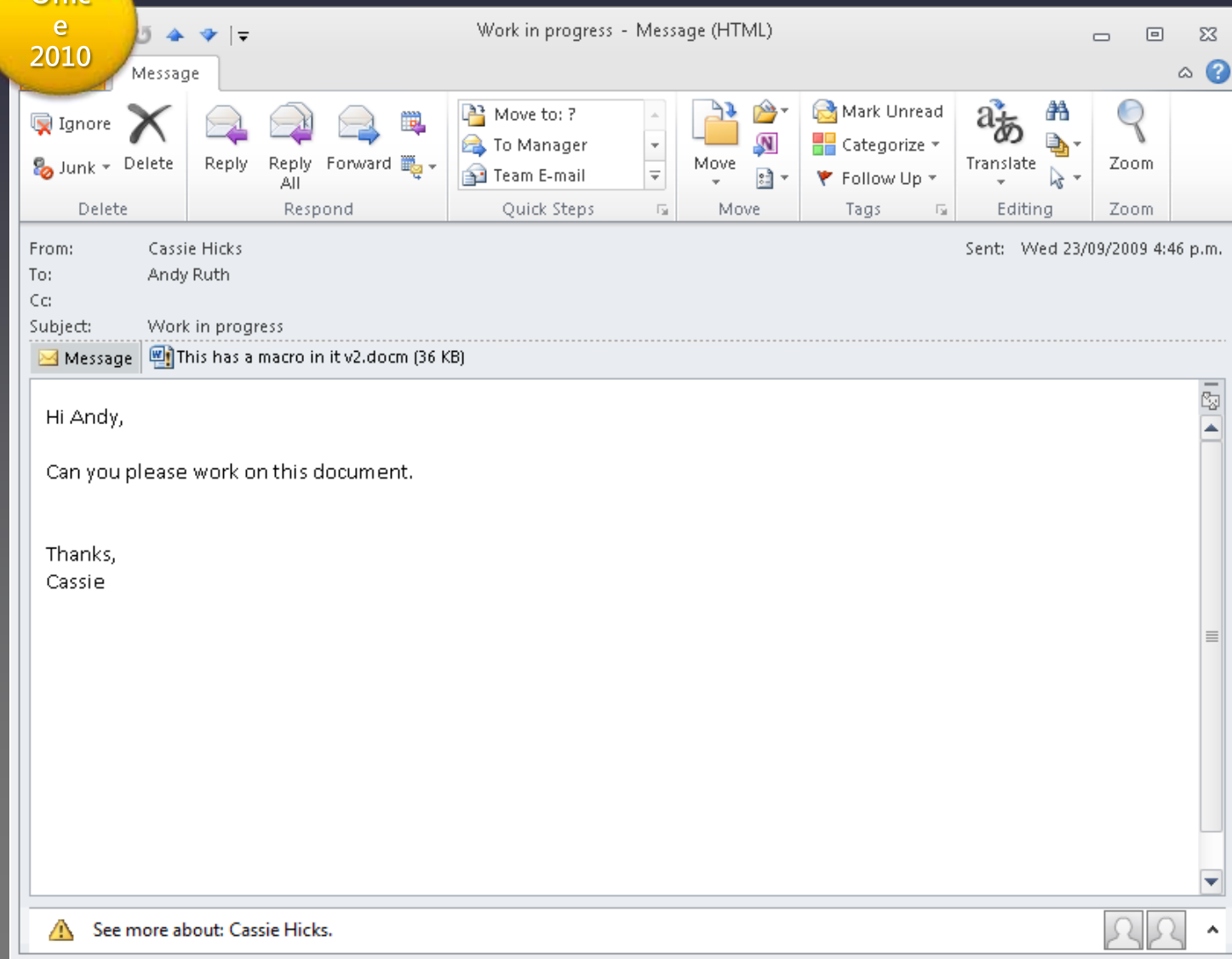


Demo: 信任決定



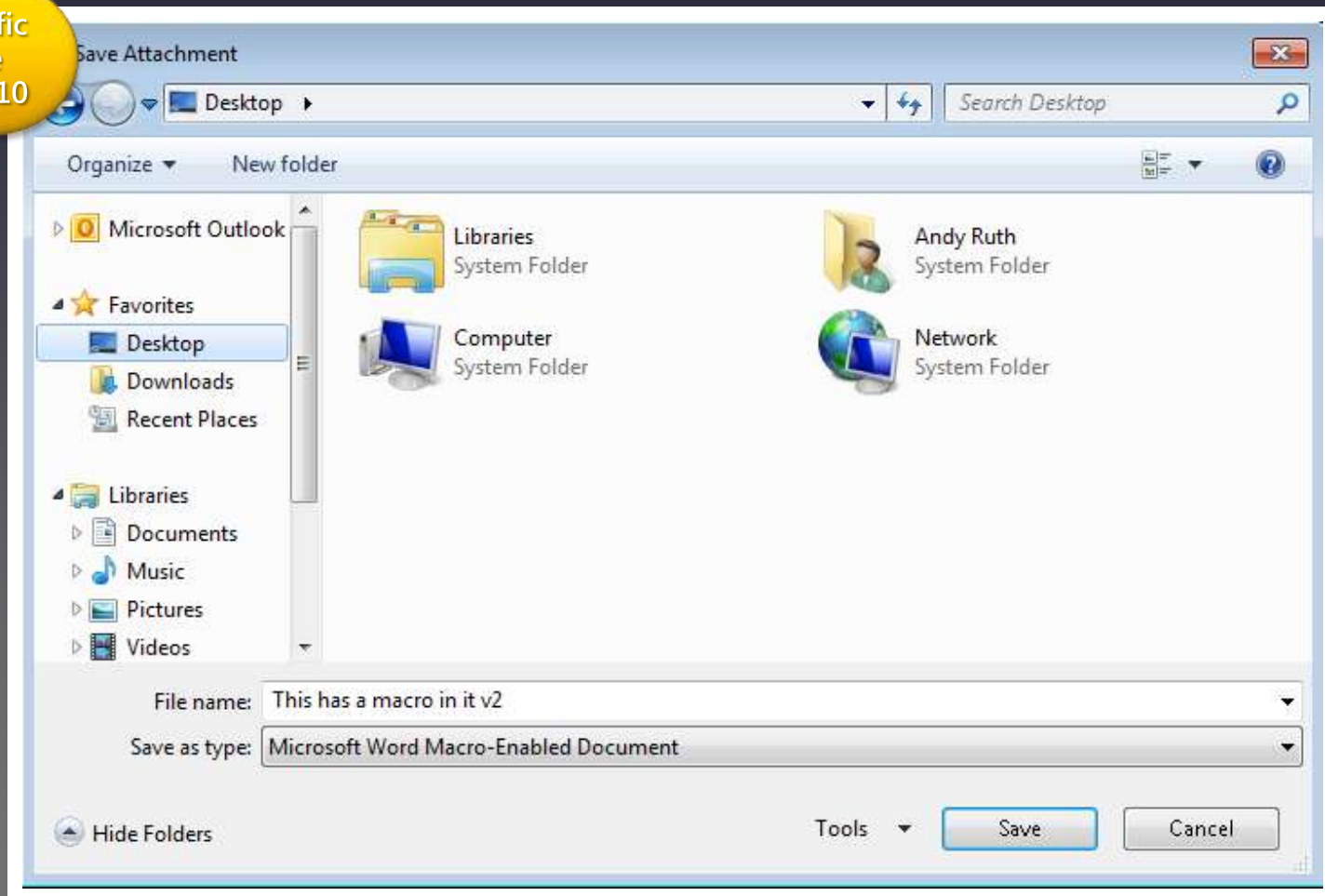
Demo

Office
2010



Demo

Office
2010



Demo



Recycle Bin

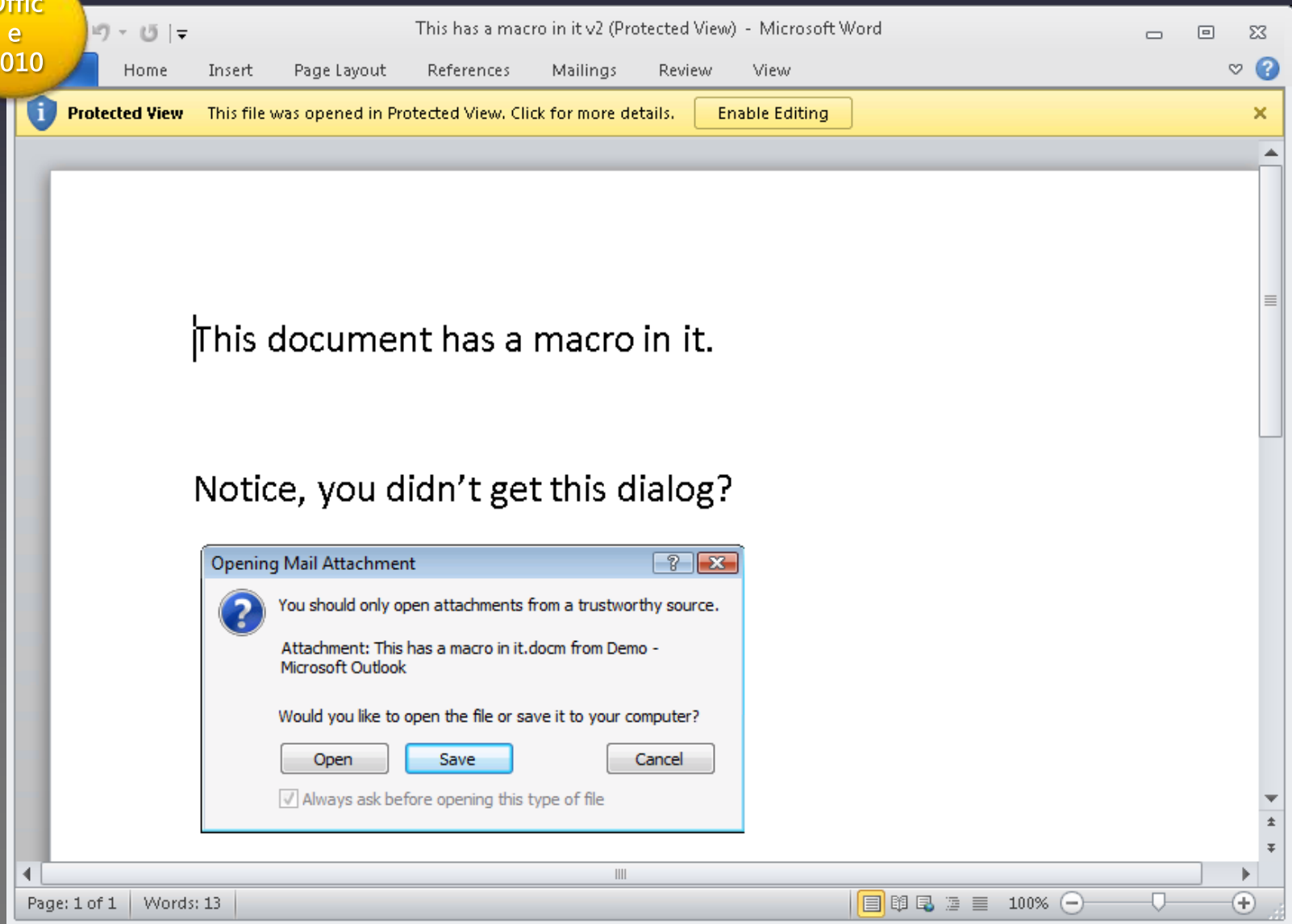


This has a
macro in...



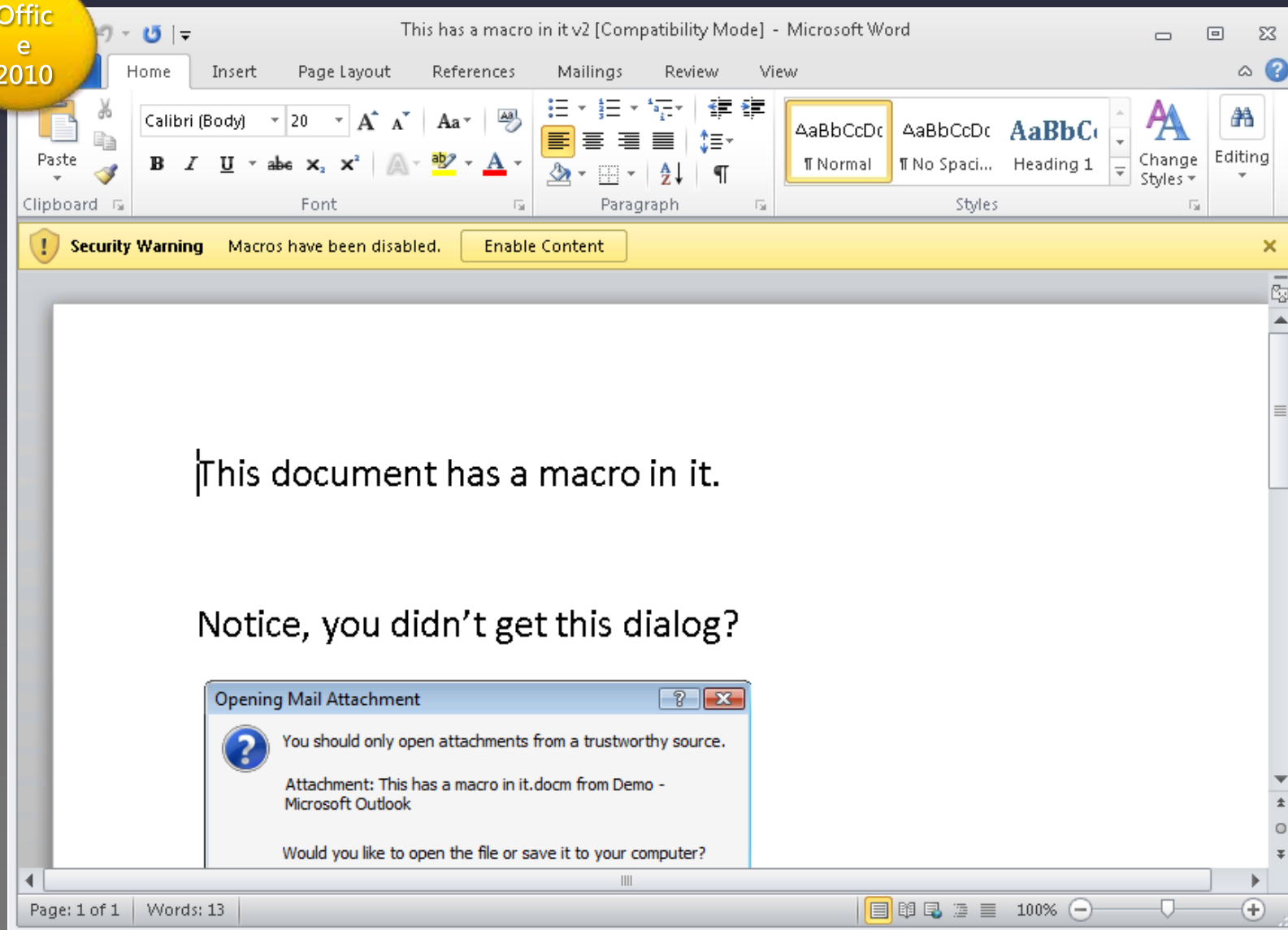
Demo

Office
2010



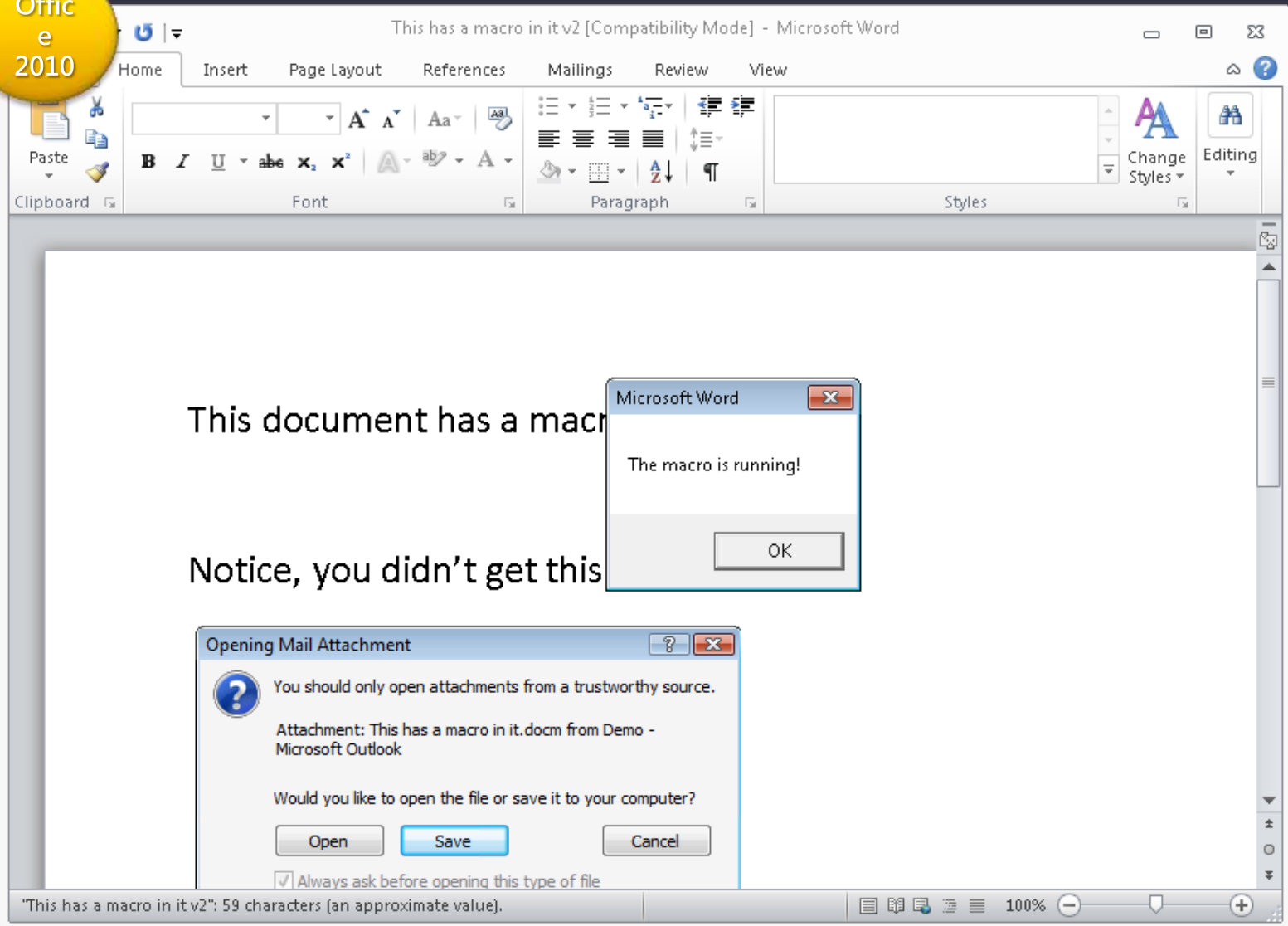
Demo

Office
2010



Demo

Office
2010



在現有及新購硬體上發揮最大化
效能



效能提升

Office 2010 設計重點為針對現有硬體進行最佳化

- System requirements are unchanged from Office 2007 so no new hardware
- Office 2010 runs well on Netbooks
- Boot experience is smoother
- Several specific areas where performance is much improved
 - Excel charting
 - Outlook speed improved in several areas
 - PowerPoint animation performance

充分發揮新式硬體功能特性

- Better multi-core processor utilization
- 64-bit & 32-bit versions of the client
- X64 enables huge grids for Power Excel users
- PowerPoint advances on graphics cards

Services Efficiencies

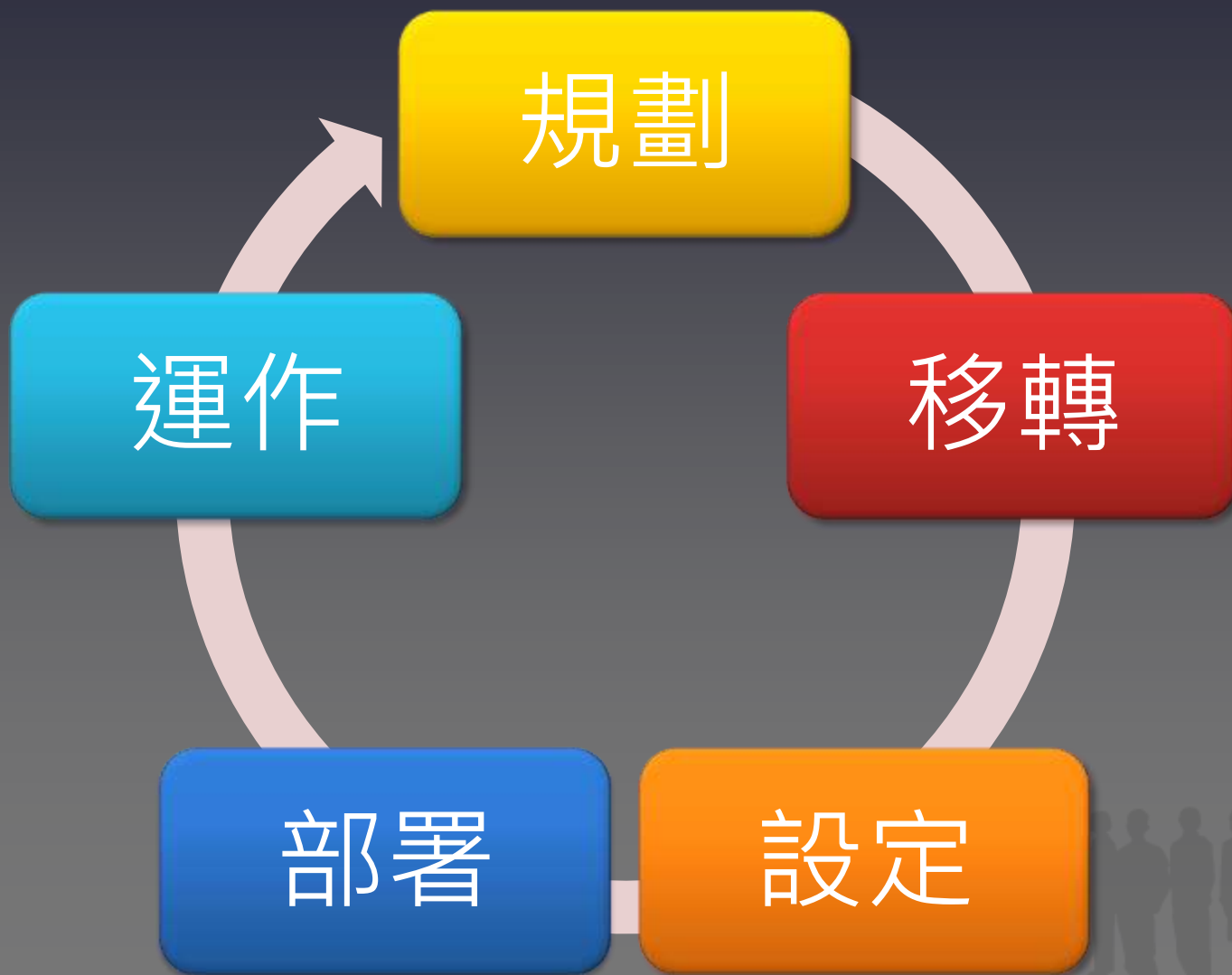
- SharePoint
- Co-authoring



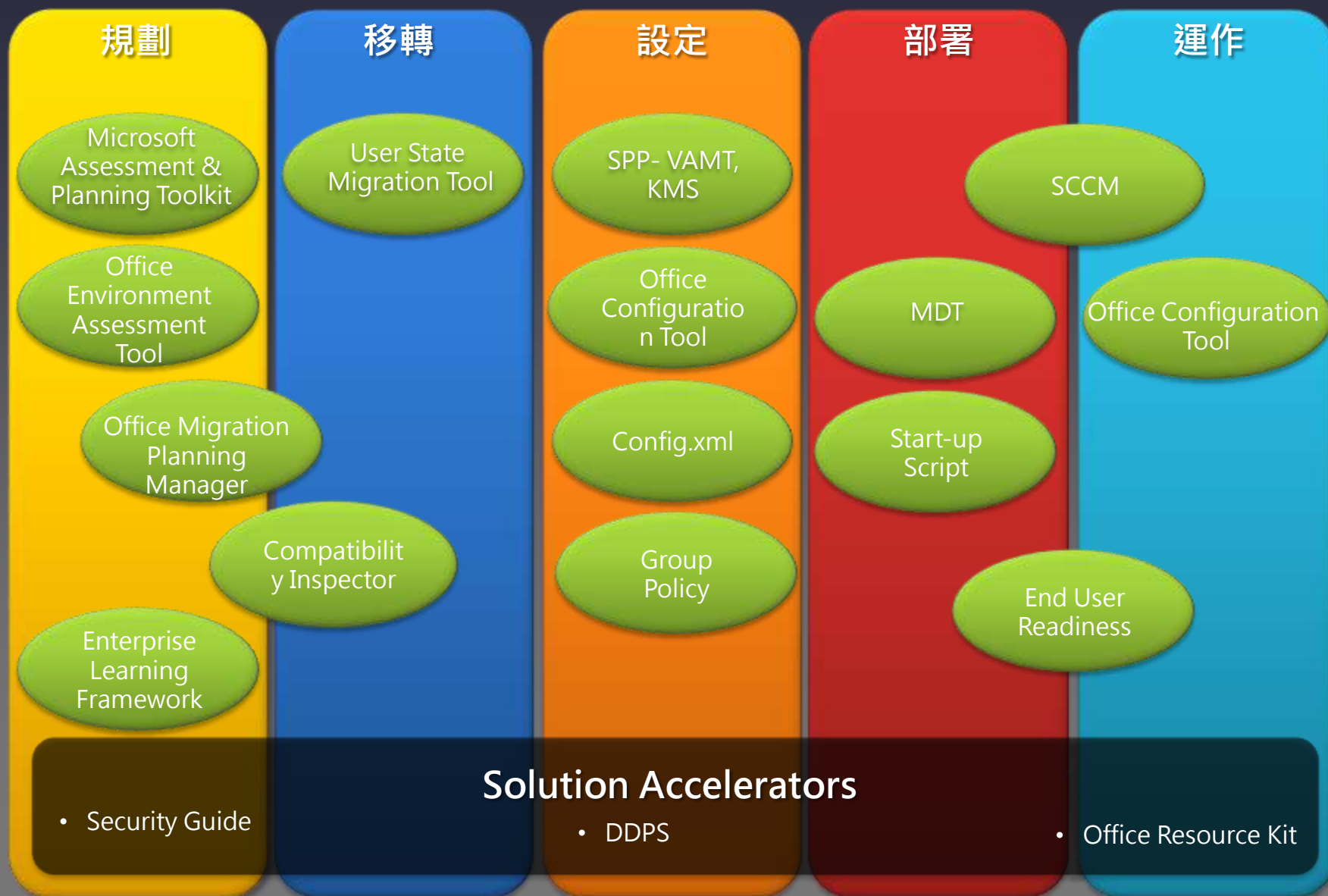
簡化部署及管理



部署生命週期



規劃及部署工具



規劃工具

- 三大偵測範圍:
 - 硬體支援度
 - AP 相容性
 - 檔案支援度
- 從哪開始？
 - 硬體 - 盤查跟確認
 - 應用程式 & 檔案掃描
- 不能只考慮技術可行性



MAP Overview



硬體盤查

- Agentless
- HW Analysis



相容性分析

- Hardware compat
- Inventory of Apps



準備報表

- Excel data report
- Recommendations *

- Microsoft Assessment Planning Toolkit – from Technet
- Agentless network wide inventory
- Initial readiness assessment and environment analysis
- Outputs leveraged to start detailed scans and planning

MAP V5.0

- MAP 將會配合 Office 2010 時程推出
- 額外 Office 規劃功能:
 - 詳細分析報告
 - Cumulative requirements assessment
 - 支援升級情境



DEMO



Office Environment Assessment Tool

- 完整環境掃描工具
 - 安裝的軟體
 - 安裝環境
 - 掃描 Office 2000, XP, 2003, 2007.
- OEAT 重點
 - Office client add-ins
 - 跟 Office clients 有互動的程式
- 環境評估 (drill down from MAP)
- Add-ins 評估 – 列出與 Office 2010 相容性的第三方程式及資訊



Office Migration Planning Manager

- 主要是內容分析工具
- 一系列用來分析 Office 文件可能潛在的升級問題工具
 - Scanner
 - Database
 - Reporting tool
 - Companion tools
- Office 2007 時推出用來處理 Open XML 轉換
- 分析結果標示可能問題



Suite Overview: 附屬工具

- Version Extraction Tool (VET)
 - Separates multiple .doc versions of document
- Office File Converter (OFC)
 - 大量轉換 Office 97-2003 檔案到 Office 2007/2010 Open XML 格式
 - 可以從單機或式網路分享轉換
 - 原始資料可以被保留



X86 → x64 轉移

- 全新掃描模組檢查 x86 到 x64 移轉時的問題 (XL, Access, PPT, Word)
 - 掃描任何 97-2010 檔案並檢查 x86->x64 升級
 - 掃描
 - ActiveX
 - Macros
 - COM objects
- 針對這些問題提供報表



DEMO



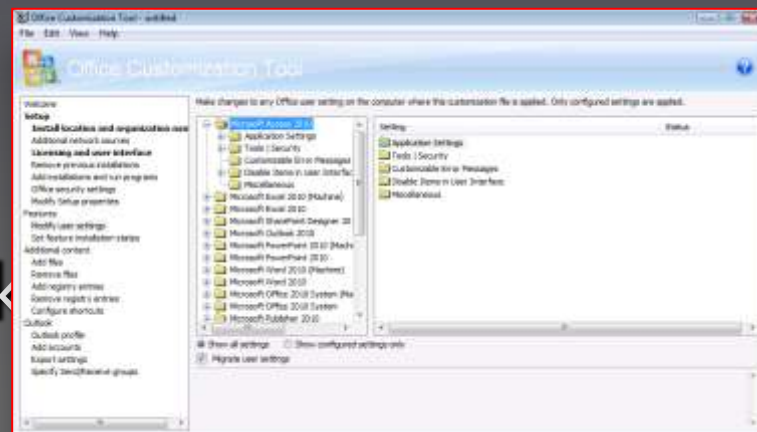
設定

- 設定及建立要部署的套件
- 注意啟動策略因為它會影響整個套件的建立
- 內建工具簡化整個客製化部署



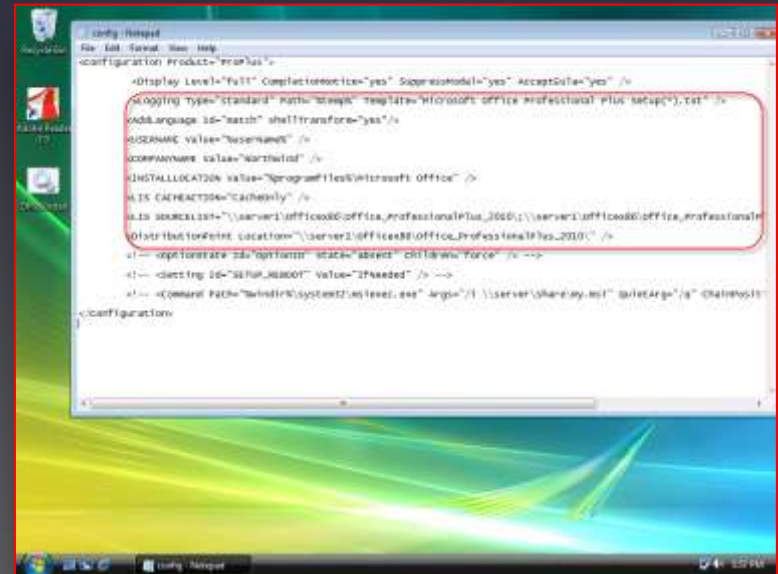
Office 客製化工具

- 主要用來客製化的工具
- 儲存客製化設定到 msp 檔案
- 客製化以下範圍：
 - 安裝
 - 功能
 - 額外內容
 - Microsoft Office Outlook
 - 機碼2010



Config.xml

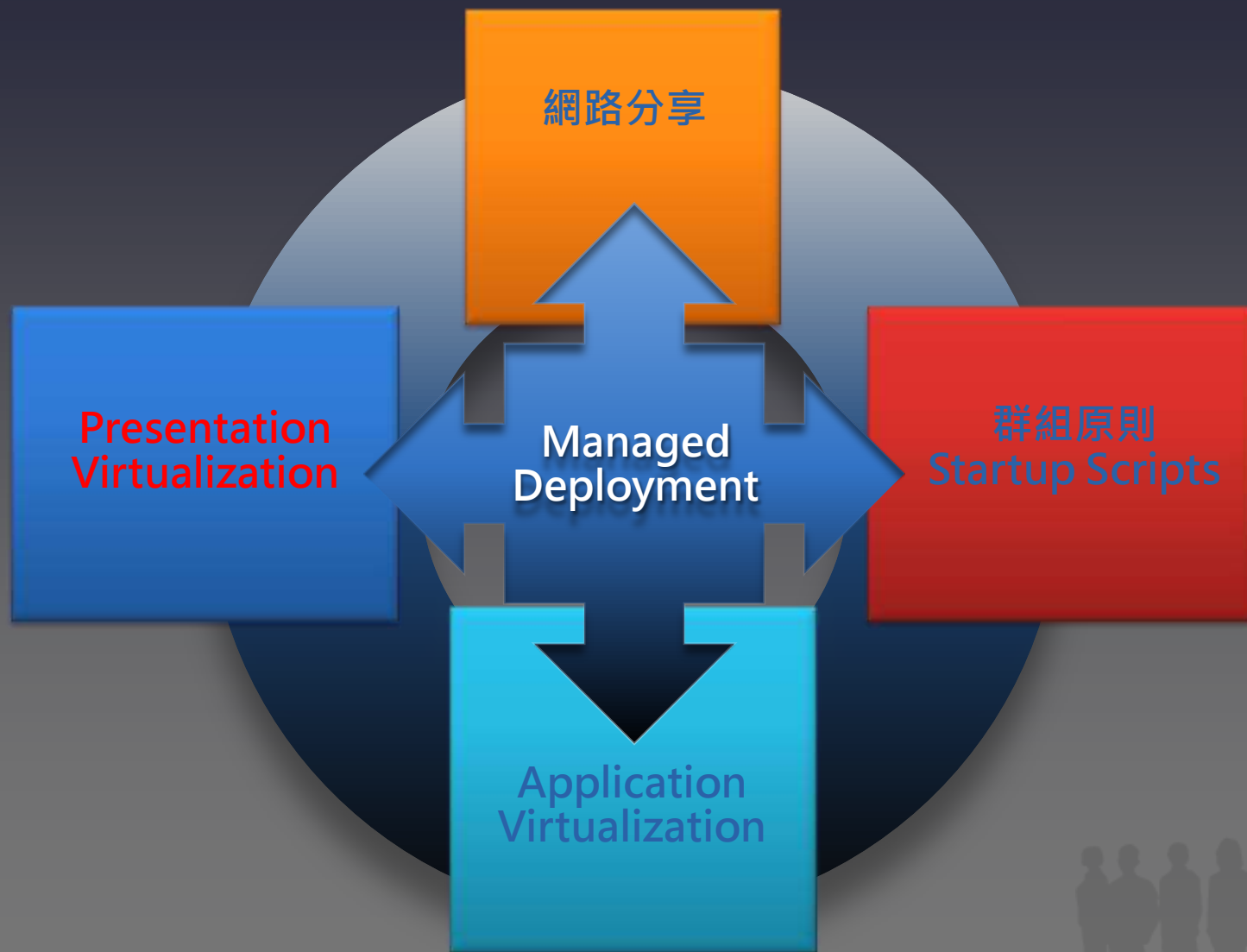
- 第二個用來客製化 Office 套件的工具
- 先使用 OCT 然後用 Config.xml 覆蓋 MSP 設定
- 部署語言套件唯一方法



The background of the slide features several silhouettes of office workers. On the left, a woman in a business suit is talking on a mobile phone. In the center, a man and a woman are standing and talking. On the right, a man and a woman are standing together. In the bottom right corner, there is a small group of seven people standing in a line. The overall color scheme is dark with a horizontal band of lighter gray where the text is located.

Office Customization Tool Demo

部署方式



網路分享

Office 2010 Deployment Pros and Cons

Make the installation files for Office 2010 available on a network share that is accessible by targeted clients.

Advantages

- Easier implementation for smaller IT departments
- Network share and access are the only requirements
- Users can initiate the installation as they are ready

Limitations

- Difficult to control and monitor who installs Office
- Difficult to manage installation times by end users, which can cause congestion



群組原則 Startup Scripts

Office 2010 Deployment

Use Group Policy to assign computer startup scripts.

Advantages

- Leverages Active Directory and Group Policy infrastructure
- Active Directory handles the elevation of privileges required for application installation
- Administrators can use a similar scripting process to apply security updates and service packs
- A script can be written in any language that is supported by the client computer

Limitations

- Product installation is not managed in the same way as Group Policy software installation (GPSI)
- Group Policy invokes the script and has limited awareness of the installation state
- A command-line script or batch file is required to uninstall or reinstall the product on multiple computers
- Difficult to determine exactly which updates and service packs were applied for each client computer



Presentation Virtualization

Office 2010 Deployment

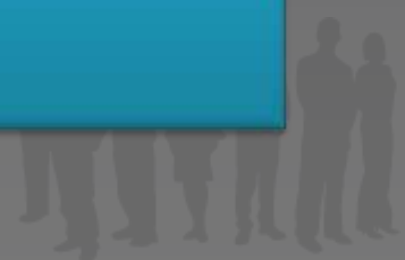
Presentation Virtualization is another name for Remote Desktop Terminal Services. Use Remote App to deliver just the application making users think they have the individual applications integrated into their local desktop.

Advantages

- Centralized Server Install update once for everyone
- Run apps on thin clients or low processing power
- Can publish single apps or full desktop experience
- Higher Security with no apps or data on local PC

Limitations

- Dependent on Network Connection to deliver applications
- Limited integration with local PC applications and services



DEMO



System Center Configuration Manager (SCCM)

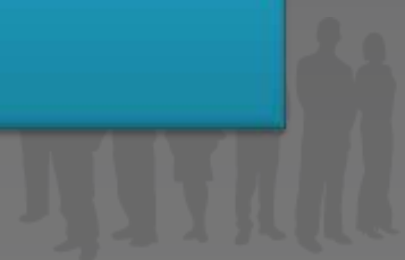
Use change and configuration management software, such as Microsoft System Center Essentials or System Center Configuration Manager.

Advantages

- Network bandwidth management
- Centralized control, monitoring, reporting, and issue resolution for deployment
- Reduced need for help desk to troubleshoot at the desktop

Limitations

- Requires supporting infrastructure
- Expertise needed to manage change and run configuration management software



Application Virtualization

Office 2010 Deployment

Use Microsoft Application Virtualization as part of a deployment option to stream applications on-demand to the desktop.

Advantages

- Centralized application management
- Support for end-user roaming and making applications available to end users quickly
- Can run multiple versions of Office on the desktop
- Previously incompatible applications can run on the same desktop
- Centralized image simplifies helpdesk

Limitations

- Requires a supporting infrastructure and resources for Microsoft Application Virtualization
- Network bandwidth availability for streaming applications to end-user devices
- Integration into existing infrastructure, such as the patch management process
- The Unknown!

Virtual Application 部署流程

2. Virtual application package is replicated to distribution points (DP)

1. Administrator creates virtual application package

3. Administrator advertises Virtual Application Package to target systems or users

4. ConfigMgr evaluates the advertisement and registers the package with the App-V client

5. Download and Execute
On first launch, the App-V client streams the package from the ConfigMgr cache to the App-V cache

or

5. Streaming
User clicks the program shortcut and the application streams to the user directly from the distribution point

🟢 Supported ❌ Not supported

	Standard DP	Branch DP	Internet Facing	Workgroup Clients	Fast Network Boundary	Slow Network Boundary
Streaming	🟢	🟢*	❌	❌	🟢	❌
Download and Execute	🟢	🟢	🟢	🟢	🟢	🟢

DEMO



授權

- Microsoft Office 授權方式改變
- Software Protection Platform (SPP) 提供兩種技術給企業客戶用來管理軟體版權：
 - Key Management Service (KMS)
 - Multiple Activation Key (MAK)
 - A combination of KMS and MAK
- 避免不正當使用軟體帶來的風險

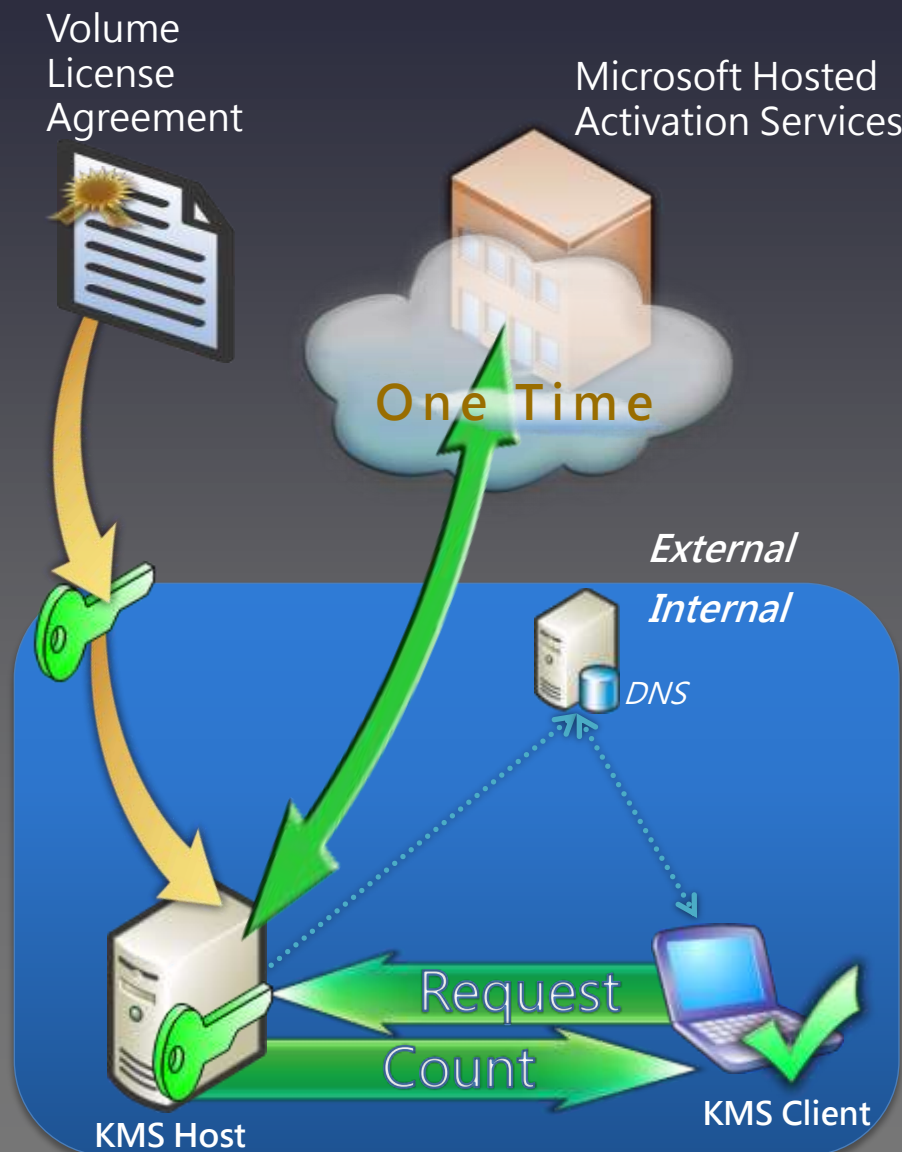


KMS Host

- 一個 KMS host 可服務 Windows 及 Office
- KMS host
 - KMS 啟動 local network 的機器
 - 避免每台電腦連到微軟進行授權
- Software licensing management script
- Manage KMS host
- Manage KMS clients
- Monitoring

Operating System	Office	Windows
Windows Server 2003	√	√
Windows Vista		√
Windows Server 08		√
Windows 7 VL	√	√
Windows Server 2008 R2	√	√

Key Management Service (KMS)



KMS host key automatically available to customers via normal channels

Install KMS host key on KMS host

Activate KMS service with Microsoft

- One time activation of KMS host
- KMS host registers SRV with DNS

KMS client discovers KMS host

KMS client activates

- # of Office KMS clients ≥ 5

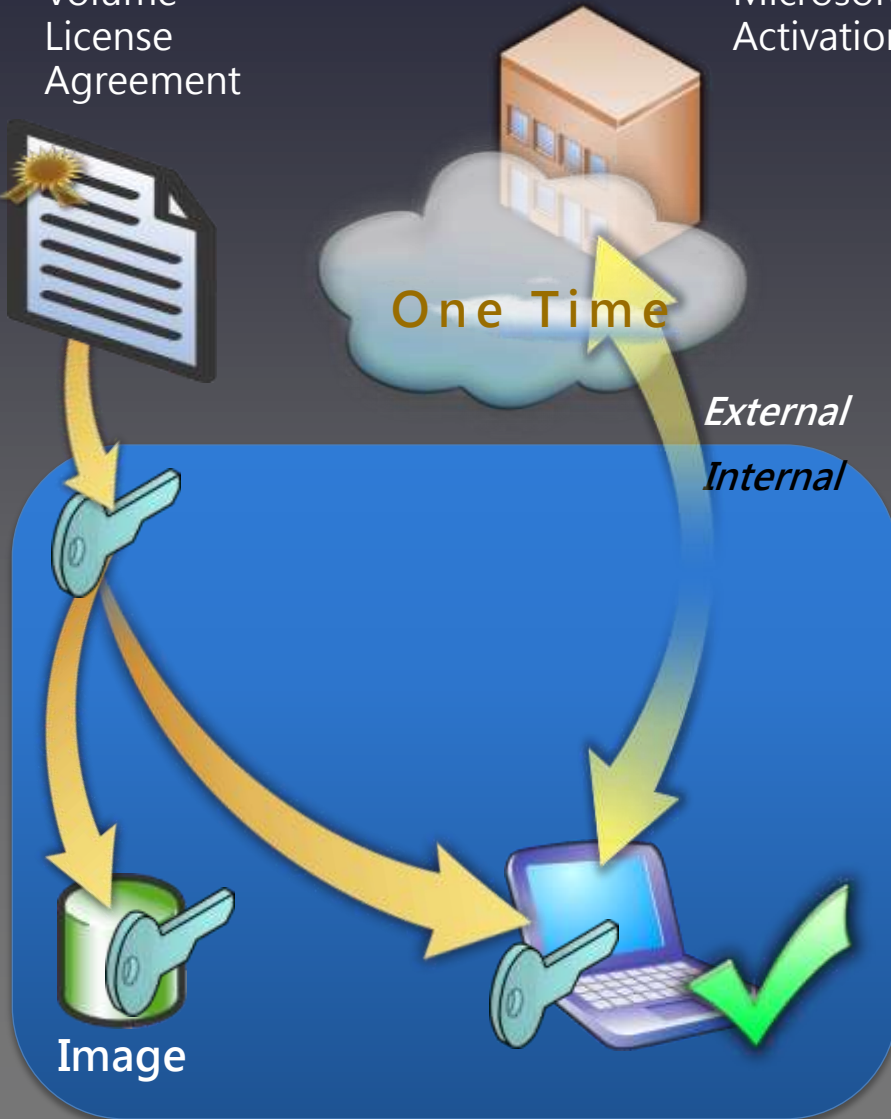
KMS client regularly re-activates

- Non-perpetual activation (180 days)
- Communication between KMS host and KMS client is never exposed to Microsoft

Multiple Activation Key (MAK)

Volume
License
Agreement

Microsoft Hosted
Activation Services



MAK key available to volume
license customers

Install the MAK on the client:
OCT, config.xml, Backstage

Activate with Microsoft
Online, Telephone

One-time activation
Hardware changes require
reactivation

群組原則

- 管理者使用群組原則強制使用者 Office 設定
- Office 群組原則設定包含在 Administrative Template (.adm or .admx and .adml) 檔案中
- 群組原則設定有比 OCT 設定更高優先權
- 管理者可以用群組原則停掉不安權的檔案格式



“不要問你會了甚麼Office的功能..
問Office如何幫助你...”



A man in a dark suit and tie is shaking hands with a woman in a white lab coat. The man is looking up at the woman with a smile. The woman is looking down at the handshake. In the background, there is a group of people silhouetted against a light background. The overall scene is set against a dark, gradient background.

Thank
you

Thank you