










Compare Microsoft 365, Office Home & Student, and Office Home & Business






Microsoft 365 subscribers get access to additional apps and premium features in Office and other applications. Subscribers also get access to the latest features and security updates. Office 2021 purchasers get access to classic Word, Excel, and PowerPoint desktop apps.

✓ = Available with product

Key benefits		Platforms	Microsoft 365		Office 2021	
			Microsoft 365 Personal	Microsoft 365 Family	Office Home & Student 2021	Office Home & Business 2021
Usage			1 person	1 - 6 people	1 PC or Mac	1 PC or Mac
Cross-App Benefits	Latest features and updates Get access to premium features and the latest updates. ¹	Windows 10 macOS Android iOS iPadOS Web ("all platforms") ²	✓	✓		
	Apps for all your devices Install the apps on all your devices and use on up to 5 devices at the same time.		✓	✓		
	Subscription sharing Share all your subscription benefits with up to 5 other people.			✓		

Apps	 Word Create beautiful and engaging documents.	Windows 10 macOS	Premium	Premium	Classic	Classic
		iOS Android Web	Access to premium features ³	Access to premium features		
	 Excel Turn data into useful insights.	Windows 10 macOS	Premium	Premium	Classic	Classic
		iOS Android Web	Access to premium features	Access to premium features		
	 PowerPoint Create, collaborate, and effectively present your ideas.	Windows 10 macOS	Premium	Premium	Classic	Classic
		iOS Android Web	Access to premium features	Access to premium features		
	 Office Mobile App Word, Excel, and PowerPoint in one mobile app.	iOS Android	Access to premium features	Access to premium features		

 <p>Microsoft Editor Write with confidence across documents, email, and the web with features that help strengthen your spelling, grammar, and style.</p>	<p>Windows 10 macOS Web Microsoft Edge Extension Chrome Extension</p>	<p>Premium</p>	<p>Premium</p>		
 <p>Outlook Email and calendar, together in one app. Works with Outlook.com, Gmail, Yahoo Mail, and more.</p>	<p>Windows 10 macOS</p>	<p>Premium</p>	<p>Premium</p>		<p>Classic</p>
	<p>iOS Android</p>	<p>Access to premium features</p>	<p>Access to premium features</p>		
 <p>Outlook.com Email service backed by enterprise-grade security (Outlook.com, Hotmail.com, Live.com).</p>	<p>Web</p>	<p>Access to premium features</p>	<p>Access to premium features</p>		
 <p>OneNote Your digital notebook.</p>	<p>Windows 10 macOS</p>	<p>Access to premium features</p>	<p>Access to premium features</p>		<p>Classic</p>
 <p>OneDrive</p>	<p>Windows 10 macOS</p>	<p>1 TB</p>	<p>Up to 6 TB 1 TB per person</p>	<p>5 GB with a Microsoft account</p>	<p>5 GB with a Microsoft account</p>

<p>Back up and access your files and photos across your devices; save your Office documents to OneDrive to enable AutoSave and easy sharing.</p>	<p>iOS Android Web</p>	<p>Access to premium features</p>	<p>Access to premium features</p>	<p>5 GB with a Microsoft account</p>	<p>5 GB with a Microsoft account</p>
 <p>Microsoft Family Safety Protect the ones you love with digital and physical safety features.</p>	<p>iOS Android</p>		<p>Access to premium features on Android and iOS</p>		
 <p>Microsoft Teams With Microsoft Teams, you can call, chat, and make plans – all in one app.</p>	<p>Windows 10 macOS iOS Android Web</p>	<p>Access to premium features</p>	<p>Access to premium features</p>	<p>Free consumer version⁴</p>	<p>Free consumer version⁵</p>
 <p>Microsoft Forms Create quizzes, polls, and surveys.</p>	<p>iOS Android Web</p>	<p>Access to premium features</p>	<p>Access to premium features</p>		
 <p>Access Easily create database apps.</p>	<p>Windows 10</p>	<p>Premium</p>	<p>Premium</p>		
 <p>Publisher⁶ Publisher is the simple path to professional publications that make an impact.</p>	<p>Windows 10</p>	<p>Premium</p>	<p>Premium</p>		

Key Word, Excel, PowerPoint features			Microsoft 365		Office 2021	
			Microsoft 365 Personal	Microsoft 365 Family	Office Home & Student 2021	Office Home & Business 2021
Platforms						
Common features across Word, Excel, PowerPoint	Real-time co-authoring Edit together at the same time and see changes as they happen.	All platforms	✓	✓	✓	✓
	Creative content Access hundreds of stock images, icons, videos, illustrations, and fonts to personalize your work. Subscribers can access even more.		Access to expanded library of creative content	Access to expanded library of creative content	✓	✓
	Templates Access thousands of templates to help you jumpstart your project.		✓	✓		
	Dictation⁷ Use your voice to quickly create documents, emails, notes, presentations, or even slide notes in Office.		✓	✓		
Word Features	Microsoft Editor Pane	Windows 10 macOS Web	✓	✓		
	Researcher ⁸	Windows 10 macOS	✓	✓		

Excel Features	Analyze Data (Ideas)	Windows 10 macOS Web	✓	✓		
PowerPoint Features	PowerPoint Designer	All platforms	✓	✓		
	Speaker Coach ⁹	Windows 10 macOS Android iOS Web	✓	✓		
	Live Captions and Subtitles ¹⁰	Windows 10 macOS Web	✓	✓		

¹ Security updates are included with Office 2021. New features and upgrades to major releases are not included in Office 2021.

² "All platforms" means app or feature is available on Windows 10, macOS, Android, iOS, and iPadOS; otherwise, available platforms are listed.

³ "Access to premium features" means you can install web and mobile apps for free and access extra features with a Microsoft 365 Personal or Family subscription.

⁴ App also available separately for free.

⁵ App also available separately for free.

⁶ The most up-to-date version of Microsoft Publisher is always available with a Microsoft 365 subscription. Publisher 2021 is the latest classic version of Publisher. It is a one-time purchase that does receive updates. Previous versions include Publisher 2019, Publisher 2016 and Publisher 2013.

⁷ Dictation fully supports the following languages: Chinese (China), English (Canada), English (United Kingdom), English (United States), French (France), German (Germany), Italian (Italy), Spanish (Spain), and Spanish (Mexico). Visit [Dictate in Microsoft 365 - Office Support](#) for more information.

⁸ Researcher is available only in English, French, German, Italian, Spanish, and Japanese.

⁹ Speaker Coach is currently only available in English.

¹⁰ See [Present with real-time, automatic captions or subtitles in PowerPoint - Office Support \(microsoft.com\)](#) for list of supported languages.