ManageEngine
ADManager Plus

Optimizing the utilization of
Office 365 licenses using ADManager Plus

The challenge

Office 365 is a helpful tool used by enterprises around the world, but where it really falls short is the Office 365 Administrative Center. The native tools for monitoring Office 365 activity offer very little data, which makes it difficult to gain any insight into your Office 365 and Exchange Online applications.

A critical aspect of Office 365 management is license optimization. When you migrate to the Office 365 platform, you purchase licenses based on an estimate of your business needs. Over time, users and groups change in your environment: employees quit, licenses are kept unused by some departments, accounts are disabled, and more. If you're not reassigning licenses as employees leave your organization, you may end up purchasing more licenses than you need. Unfortunately, Office 365's administrative center fails to provide the required details for effective license management, and PowerShell scripts only further complicate the situation.
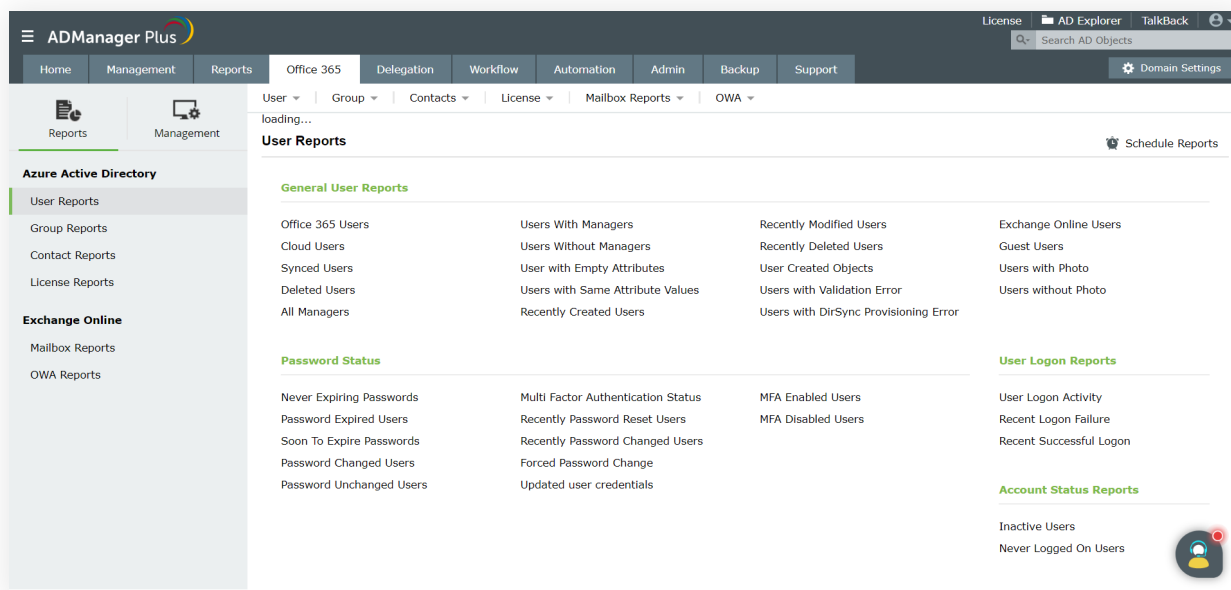
The solution

To optimize Office 365 license utilization, you need a reporting tool that can help you reclaim inactive licenses. You need detailed information on the active users, inactive users, users who have not logged in, and more. You also need to know who the existing licensed and unlicensed users are, how many license units are assigned and unassigned, and so on. With this information, you can optimize license utilization in your organization by removing licenses from inactive users, reassigning freed licenses, assigning unused licenses, and more. ADManager Plus fulfils all these requirements.

How ADManager Plus works

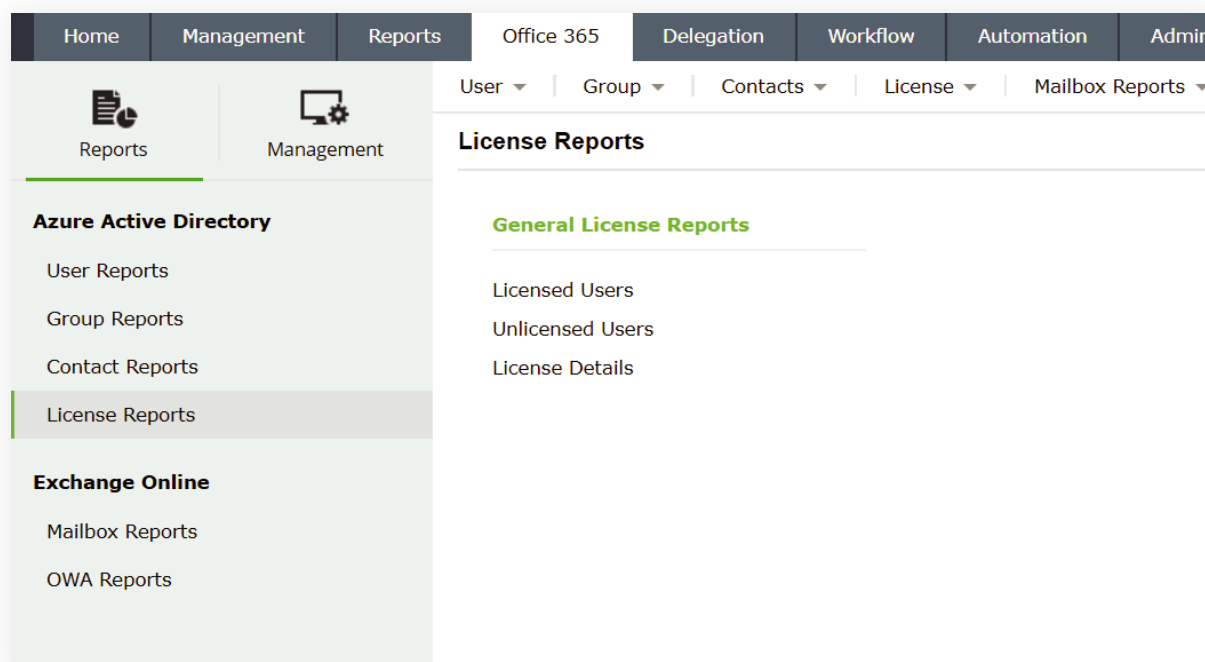ADManager Plus is a comprehensive Office 365 reporting tool that provides the following information:

❖ Office 365 User Reports

View details regarding all Office 365 users, inactive users, never logged on users, and more. These reports offer insight into which users have what licenses, what the services available to each of them are, who the inactive users are, who has never logged on, and much more. This helps you figure out the current utilization of licenses in your organization so you can take action if licenses are unused or assigned to users who no longer use them.

✔ Office 365 License Reports

See details on all the Office 365 licenses in your organization as well as licensed and unlicensed users. Using the **Licensed Users** report, you can find out whether licenses and services have been correctly assigned to users. The **Unlicensed** Users report helps you easily see who needs a license so you can accurately plan your purchase of additional licenses. You can also discover details about unused licenses as well as see estimates on your organization's supply, demand, and utilization statistics for licenses using the **License Details** report.

With ADManager Plus' Office 365 reporting feature you can schedule when you'd like reports to be automatically generated. These reports can be saved in a specific format, stored in a desired location, or sent via email.

Summary

For effective Office 365 license optimization, you need accurate information on the users and licenses in your organization. The native tools in the Office 365 Administrative Center only cover minimal aspects of Office 365 reporting, and using PowerShell scripting to fetch the information you need from your Office 365 environment can be both challenging and time consuming.

With ADManager Plus, you can:

- View detailed information about Office 365 users, licenses, and groups via preconfigured, script-free reports.

- Generate required reports automatically at any specific time.

- Email reports to multiple users or export reports in HTML, PDF, XLS, CSV, and CSVDE formats.

To get started with ADManager Plus, register here for your free, 60-day license of ADManager Plus.

Our Products

AD360 | Log360 | ADAudit Plus | ADSelfService Plus | M365 Manager Plus | RecoveryManager Plus

ManageEngine)
ADManager Plus

ADManager Plus is an identity governance and administration (IGA) solution that simplifies identity management, ensures security, and improves compliance. With ADManager Plus, manage the user life cycle from provisioning to deprovisioning, run access certification campaigns, orchestrate identity management across enterprise applications, and protect data on your enterprise platforms with regular backups. Use over 200 reports to gain valuable insights into identities and their access rights. Improve the efficiency of your IGA operations with workflows, automations, and role-based access control policies. ADManager Plus' Android and iOS applications help with on-the-go AD and Azure AD management. For more information about ADManager Plus, visit manageengine.com/products/ad-manager/.

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