

<Your Company Name>

SAM: MS Office True-up Savings

Title	Version	# Licenses	# Installed	License Savings	# Used	# Only Using Standard	Step-down Savings	# Not Used	Unused Savings	Total Savings
Microsoft Office Enterprise	2007	4	4	\$0	3	2	\$1,600	1	\$1,000	\$2,600
Microsoft Office Professional	2000 SR-1	1	1	\$0	0	0	\$0	1	\$500	\$500
Microsoft Office Professional	2003	415	423	(\$4,000)	393	337	\$101,100	30	\$15,000	\$112,100
Microsoft Office Professional Plus	2007	179	333	(\$92,400)	314	300	\$120,000	19	\$11,400	\$39,000
Microsoft Office Standard	2007	32	43	(\$2,200)	35	35	\$0	8	\$1,600	(\$600)
Microsoft Office Ultimate	2007	1	1	\$0	1	1	\$700	0	\$0	\$700

This report analyzes the Office usage across your organization. Understand what versions of Office are installed, whether your users need it or not, how many copies are not being used, which users can step down to Office Standard from Professional for big savings. This report is the only way to get complete control of your Office procurement. Get in compliance, with the right number of copies and versions of Office quickly!

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