


## MICROSOFT BASELINE SERVICE

TRANSPARENCY IN YOUR MICROSOFT DEPLOYMENT & ENTITLEMENT POSITION

### ANALYSING & OPTIMISING YOUR MICROSOFT SOFTWARE LICENSES

The Microsoft Baseline Service offers organisations a complete and accurate overview of the Effective License Position (ELP) to prevent overspending on Microsoft licenses and to become compliant for Microsoft.  Microsoft  
With the Microsoft Baseline Service of Softline Solutions, an organisation is fully prepared when an software audit of Microsoft occurs, or if the yearly Microsoft true up needs to take place. Additional advise with regards to optimise the license contracts is also part of this service. Softline Solutions is not a Microsoft software reseller and therefore has no conflict of interest in the outcome of the Microsoft Baseline Service.

**In four steps the transparency you need to save on Microsoft license fee!**



**Step 1:** Planning



**Step 2:** Data collection



**Step 3:** Data analysis



**Step 4:** Final report

### WHY SHOULD YOU CONSIDER DOING A MICROSOFT BASELINE SERVICE?

- Obtain accurate information to prevent overspending for the Microsoft true up.
- Become compliant regarding Microsoft software licenses.
- Optimise your (yearly) cost on Microsoft software licenses.
- Be prepared in case an audit should occur.

## STEP BY STEP APPROACH TO MICROSOFT LICENSE OPTIMISATION:

### Step 1: Planning

- Define scope & Identify engagement goals
- Prepare environment for scanning and data collection

During the planning phase Softline Solutions will work together with the organisation to determine the scope, identify engagement goals, securing appointments and arranging access for the data collection.

### Step 2: Data collection

- Software deployments
- Software usage
- License entitlements

The data collection phase consist of the discovery and inventory of software assets using an inventory tool, followed by mapping of inventory data, usage and license entitlements. This includes a questionnaire and interviews with stakeholders to ensure all relevant data and information is collected to provide a full and accurate analysis on software deployments, usage and licensing entitlements.

### Step 3: Data analysis

- Review and validation of all collected data
- Identification Microsoft license agreements
- Considerations and recommendations

Analysing the results from the inventory data collection involves identifying and documenting all product deployments, usage and license entitlements. Softline Solutions will combine the inventory data with other relevant information that may not be discoverable via most tools, such as the identification of active and passive servers, identification of authorized users for specific products and the presence of internal versus external facing servers.

### Step 4: Final report

Softline Solutions will provide a detailed report of the actual deployment, usage and entitlement position per Microsoft product together with considerations and recommendations.

## EXAMPLE OF THE BUSINESS CASE FOR THE MICROSOFT BASELINE SERVICE:

 Profile organisation X:	 Needed resources & costs:	 Duration & outcome:
<ul style="list-style-type: none"><li>• 4750 employees &amp; 3765 qualified devices</li><li>• 300 servers &amp; 2 data centers</li><li>• Yes, the environment is virtualised</li><li>• Yes, desktop software is installed locally for a limited number of devices</li><li>• Desktop software is deployed and published on Windows RDS servers</li><li>• Different versions, editions and chosen license models for SQL Sever</li><li>• Licenses (without) active software assurance</li></ul>	<p>Internal organisation resources needed:</p> <ul style="list-style-type: none"><li>• Technical personnel (2 days)</li><li>• Project manager (2 days)</li><li>• License manager (2 days)</li></ul> <p>Baseline Service fee for organisation X: 12.000 euro</p>	<p>Duration of the Baseline Service is:</p> <ul style="list-style-type: none"><li>• Approximately 6 – 8 weeks</li></ul> <p>Expected outcome:</p> <ul style="list-style-type: none"><li>• Transparency in how to become compliant regarding Microsoft</li><li>• Well prepared when a review occurs</li><li>• Identify potential deployment improvements</li><li>• Identify where customer can optimise software investments and ensure compliance</li></ul>

## ABOUT SOFTLINE SOLUTIONS

Softline Solutions is Europe's leading international & independent Software Asset Management expert. Creating transparency in software assets and defining the long-term SAM strategy with corresponding short-term actions, will help organisations to achieve **Compliance**, **Control** and **Cost savings** for their IT. The years of experience and expertise in the field of Software Asset Management offers customers a unique step-by-step approach fully based on best practises and the ISO/IEC standard for SAM. The Northern Europe organisation is part of the Softline Group with subsidiaries in the Netherlands, Belgium, United Kingdom, Germany and France. The Softline Group is specialised in Software Asset Management, Information- and IT-Security, Digital Workplace and Cloud & Future Datacenter and is a multiple award-winning organisation and certified implementation partner for numerous software publishers.

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