

Skype for Business Vs Microsoft Teams

The main differences with Skype for Business and Microsoft Teams are in the collaboration features of the two applications. Microsoft Teams has been created as a communication and collaboration platform whereas Skype for Business is essentially just a communication platform.

Key Main Benefits for using Teams

Teams

- A team is designed to bring people together for work, projects or for common interests
- The team can be set up to reflect the internal structure of your organisation for example, departments or locations
- Conversations, files and notes across team channels are only visible to members of the team

Channels

- Channels are dedicated sections within a team
- There are two types of Channels; Standard - available to everyone or Private - for a specific audience
- Channels are places where announcements and conversations take place
- Channels keep conversations organised by specific topics, projects etc
- Files that you share in a channel can be edited by all users

Chat



The chat experience in Teams has been significantly improved over Skype for Business in a few key ways.

- Chats are persistent
- You can sign in to Teams on any device and see your entire private and group chats including their full history
- Persistent chat is great for group chats
- Previous messages can be made visible when new users are added so they can catch up on the conversation quickly
- Users can leave or be added at any time with the full history available to them

Apps

- Apps enhance the user experience
- Apps bring all the different aspects of the Office 365 toolset
- Apps can be used within Chats and Channels
- Apps make it easier, as the user doesn't have to leave Teams to complete work

Comparison of Functionality within Skype for Business and Microsoft Teams

Features	 Skype for Business	 Microsoft Teams
Teams		✓
Channels		✓
User Status (Busy, away, do not disturb)	✓	✓
Chat	✓	✓
Continuous Chat History		✓
Voice Calling	✓	✓
Video Calling	✓	✓
File Transfer	✓	✓
Save and Store Files within the Application		✓
Create, Edit and Co-Edit Files		✓
File Access		✓
Screen Sharing	✓	✓
Schedule Meetings	✓	✓
Meet Now Option	✓	✓
Dial in functionality (can join the meeting without having access to a computer)	✓	
Meeting Notes	✓	✓
Meeting Background Effects		✓
Integrated Apps		✓
Activity Feed (a summary of everything that's happened within the channels you are part of)		✓
Activity Feed Filter (can filter on your activity. This is conversations on Skype).	✓	✓
Whiteboard (draw, sketch and write together)	✓	✓
Search Content		✓
Search People	✓	✓
Help	✓	✓
Integrated Informatics Merseyside Training Resources		✓
Configure Notifications		✓
Create Announcements		✓