Dealing with End of Support
For Windows XP
And Office 2003

The *WHAT, WHY* and *HOW* of
Wrapping Up Life With XP And Office 2003

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Wrapping up Life With XP and Office 2003

Microsoft has announced that support ends for Windows XP and Office 2003 effective **April 8th, 2014**, based on Microsoft's Support Lifecycle policy.

Here's more on the *WHAT* and the *WHY* of XP's and Office 2003's demise…

In concordance with Microsoft's Support Lifecycle Policy, Windows XP S P3 and Office 2003 will go **out of support** on April 8, 2014.

If your organization has not started the migration to a modern desktop, you are late.

Based on historical customer deployment data, the average enterprise deployment can take 18 to 32 months from business case through full deployment, although the deployment cycle for small businesses can be much shorter. To ensure you remain on supported versions of Windows and Office, you should begin your planning and application testing immediately to ensure you deploy before end of support.

WHAT does "end of support" actually mean?

It means you should take action. After April 8, 2014, there will be no new security updates, non-security hotfixes, free or paid assisted support options or online technical content updates.

WHY should I be in such a rush to "take action"?

Running Windows XP SP3 and Office 2003 in your environment after their end of support date may expose your company to potential risks, such as:

- **Security**: With the lack of security patches (or "bug fixes") being released both Windows XP and Office 2003 will become significant security risks. . If new vulnerabilities are uncovered, Microsoft will not fix them. In addition, 3rd party antivirus software most likely won't stop these vulnerabilities from being exploited.

- **Compliance Risks**: Unsupported and unpatched environments becoming vulnerable to security risks may result in an officially recognized control failure by an internal or external audit body. This could lead to suspension of certifications, and/or public notification of the organization's inability to maintain its systems and customer information.

- Lack of Independent Software Vendor (ISV) & Hardware Manufacturers support: A recent industry report from Gartner Research suggests "many independent software vendors (ISVs) are unlikely to support new versions of applications on Windows XP in 2011; in 2012, it will become common." And it may stifle access to hardware innovation: Gartner Research further notes that in 2012, most PC hardware manufacturers will stop supporting Windows XP on the majority of their new PC models.

WHAT Do I Really Need To Do?

If you haven't already budgeted to replace your existing Windows XP PCs or upgrade your Office licenses, you'll need to review your IT budget ASAP.

Your primary focus will be two things – 1) Replace all existing Windows XP PCs with Windows 7 or Windows 8 PCs, and 2) Upgrade all of your Office licenses to Office 2013.

Windows 7 vs. Windows 8

When replacing all of your existing Windows XP PCs, you'll have to choose between Windows 7 and Windows 8. Many organizations are sticking with Windows 7 due to the limited need for end user training, as the Windows 7 interface isn't significantly different than Windows XP.

Windows 8 can be a good choice for tablets, and for touch screen laptops, as the Windows 8 interface is touch screen optimized. However, there is a higher learning curve for Windows 8 as the interface is significantly different. If you do deploy Windows 8 in your organization, make sure you invest in end user training to get the most out of the new operating system.

TIP: *Don't simply upgrade Windows XP PCs to Windows 7 or Windows 8. Older hardware won't efficiently run the newer operating systems, and you may run into issues due to lack of hardware drivers in the newer operating systems for older hardware. Buy new PCs already preloaded with Windows 7 or Windows 8.*

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One Technology Solution: Yours

Office 2013

When purchasing new Office licenses, you have 3 options:

- <mark>Option 1</mark>: **Purchase Office licenses with new computers.**
  This option is typically called "OEM" or "Product Key Card" and is the lowest
  upfront cost. The disadvantage is that the Office license is not transferrable (it must remain with the PC that it was purchased with) and can't be moved to another computer.

- <mark>Option 2</mark>: **Purchase Office licenses through Microsoft's Open License Program.**
  This option is typically more expensive, especially if you choose the Software Assurance feature. With Software Assurance, you receive the rights to use any previous version of Office (such as Office 2007 or Office 2010), free online training, and low-cost licenses for home use ($9.95 per home computer). This option is the best choice if you want all computers to run the same version of Office.

- <mark>Option 3</mark>: **Office 365 subscriptions**
  This is the newest option, and can be somewhat confusing as it includes Microsoft cloud services bundled in.

<mark>TIP: *Discuss Office licensing options with your Fulcrum Group Account Manager.*</mark>