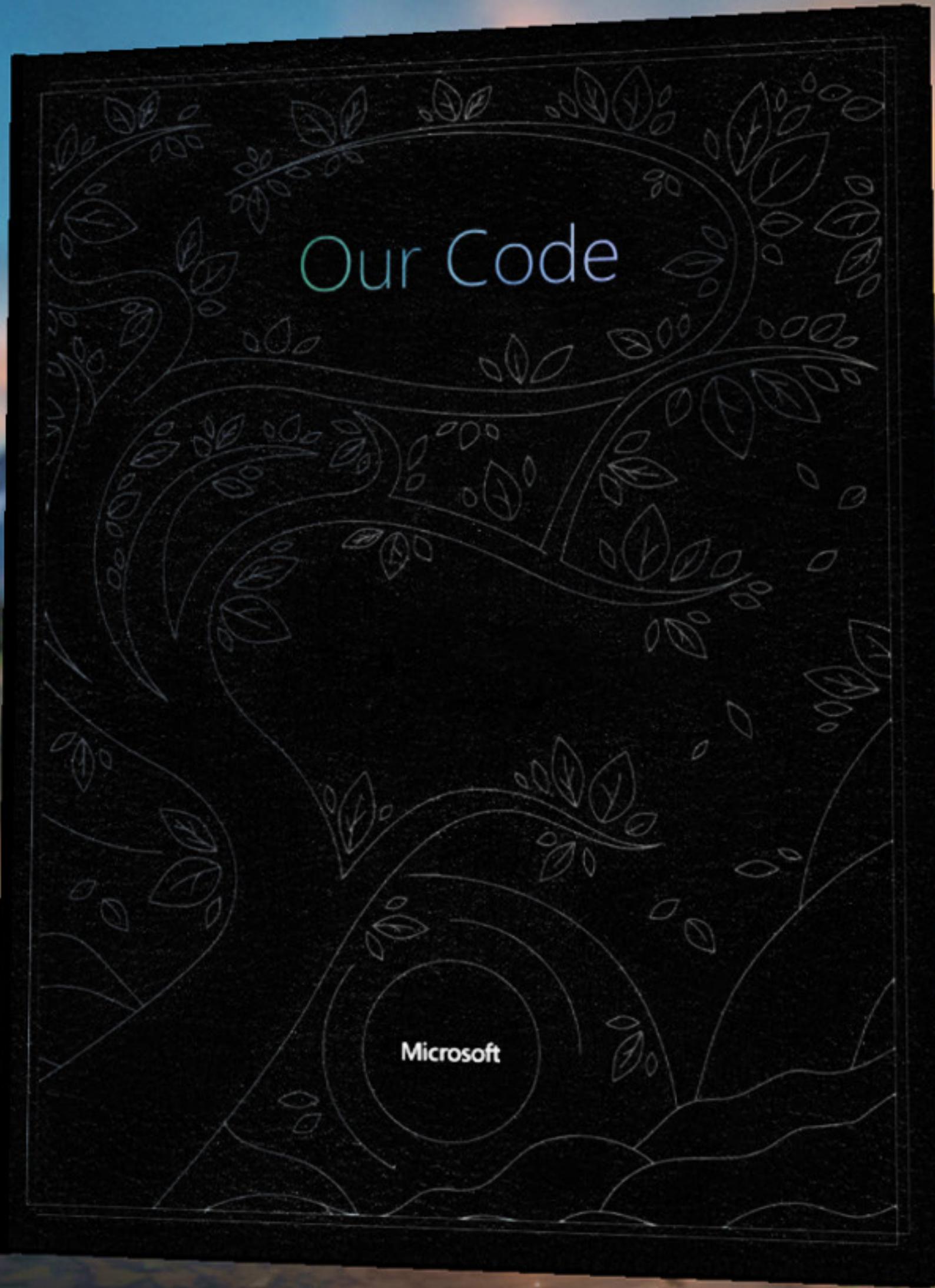




Code Book





This is your story
and it's being written every day.

World

Every good story
comes full circle to fulfill
the reason it began.

Mission

Culture

Mission

Mission

Culture

World

Our story begins
with a question...

Why do we exist?

Every organization needs an
enduring mission. A noble goal.
A challenge worth the effort. Ours is both
humble and unabashedly bold.

Mission



To empower every person and
every organization on the planet
to achieve more.

World



This is our purpose
in the world.

Intelligent Cloud

Computing is no longer confined to a box, waiting to be woken when the need arises. It's **ubiquitous**. Actively working on our behalf and offering seamless engagements brought to life with a word, a touch, or a gesture.



Intelligent Edge

The edge is not an outer limit, it is everywhere, **ambient**. AI allows us to solve bigger problems and break down language barriers, bringing people closer together as we tackle our greatest challenges.

World

Intelligent Cloud

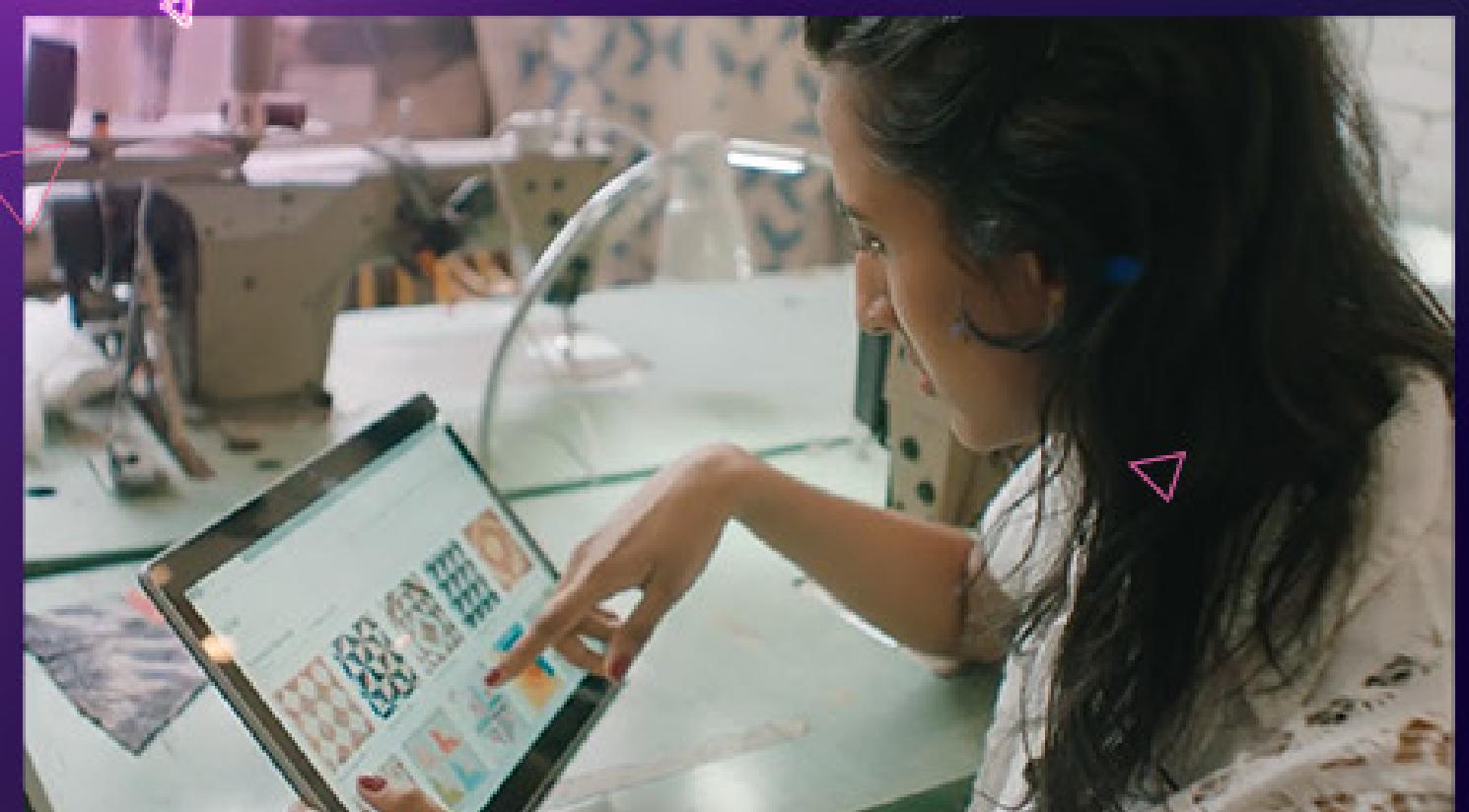
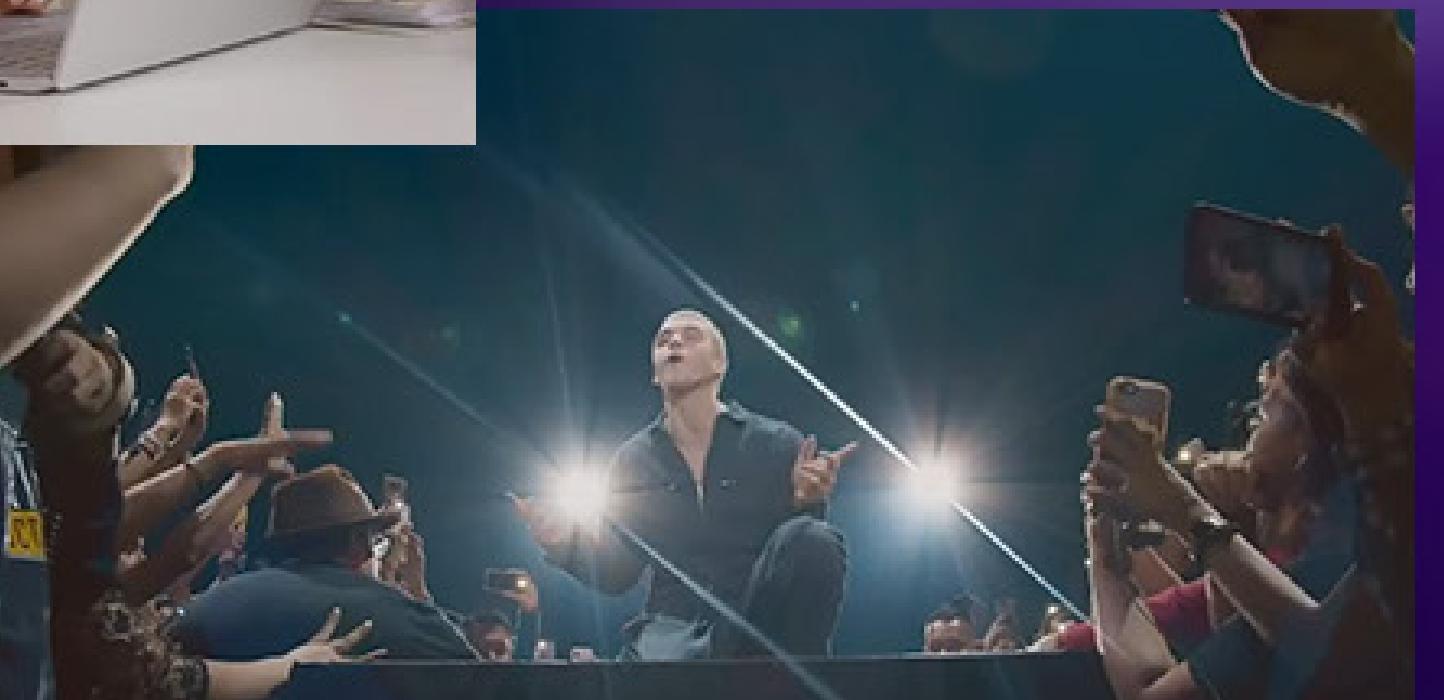
People centered
experiences

Intelligent Edge

We stand in awe of what humans dare to achieve.

It's what inspires us to
create people centered experiences.

World



Live

Work

World



Learn



Play



*"The only way to achieve
our mission
is by living our culture."*

- Satya Nadella

Culture

Our Culture

Growth

Mindset

We are learners.

We are insatiably curious, risk takers, and truth seekers, even when the truth we find challenges the beliefs we hold.

Our minds are open. We look to failure as our greatest teacher and view humility as a sign of strength.

Growth

Mindset



This is how we grow, individually and together.
This is how we innovate.

Try new things

From fear of failure to experimentation and learning from mistakes.

Learn from others

From know it all to learn it all.

Make progress

From short-term thinking to getting smarter over time.

Growth

Mindset

Be self aware

From snap judgment to awareness of our own strengths and weaknesses.

Choose good words

From "I don't know" to "I don't know—yet."

Customer
Obsessed

Diverse
& Inclusive

Growth

One Microsoft
Mindset



Customer Obsessed

We seek to understand our customer's perspective with our whole heart and mind so that we can anticipate their needs.

We listen to our customers with **empathy** so that we **advocate** for their needs. Their **success** is how we measure our success.

Diverse & Inclusive

We don't just value differences, we seek them out and invite them in, **aware of the limitations of our own perspective.**

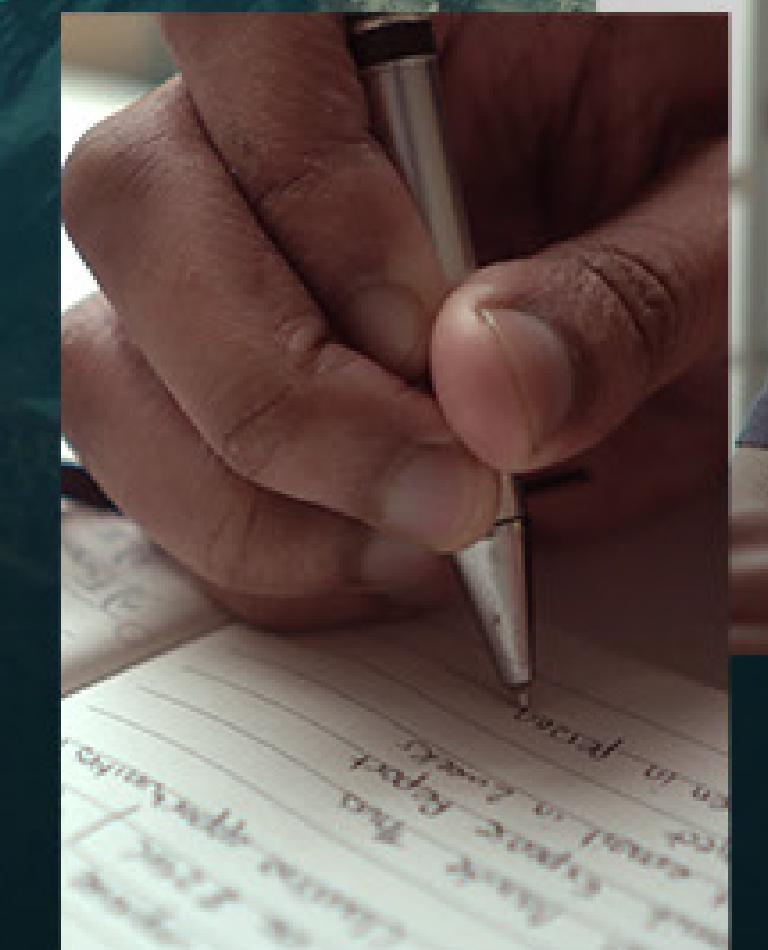
We seek to learn about each other with humility and **curiosity**. We break down barriers and have hard conversations, knowing it will take **courage**.

One Microsoft

Our ability to work together makes even our biggest ideas believable and ultimately achievable.

We focus on what's **best for the team**, not only for us. We look for ways to contribute to the **common good** and to the **success of others**.

When growth mindset flourishes,
we find deep meaning in our work and together
we make a difference.

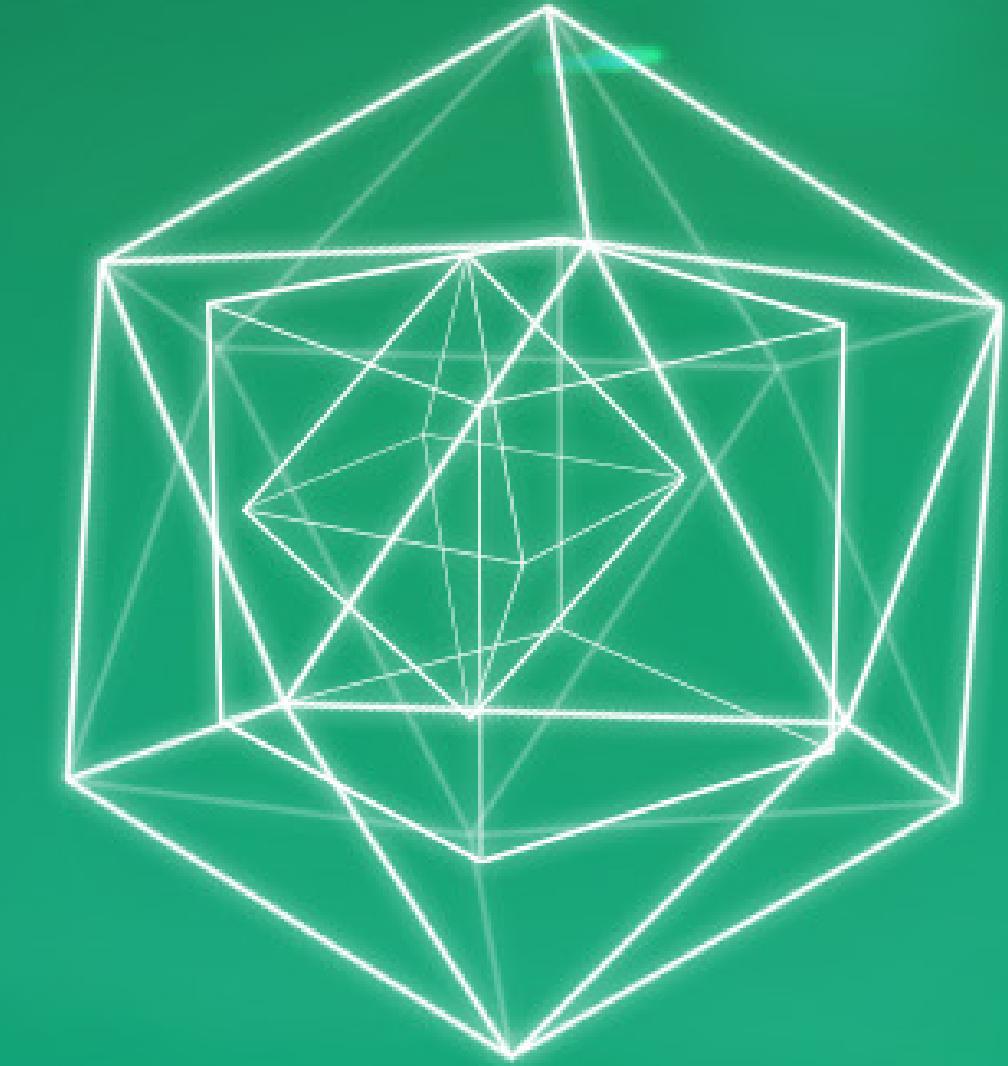




We are connected.

No technological advancement or business success, even when it serves a mission as grand as ours, is more world-changing than the way in which we treat each other.

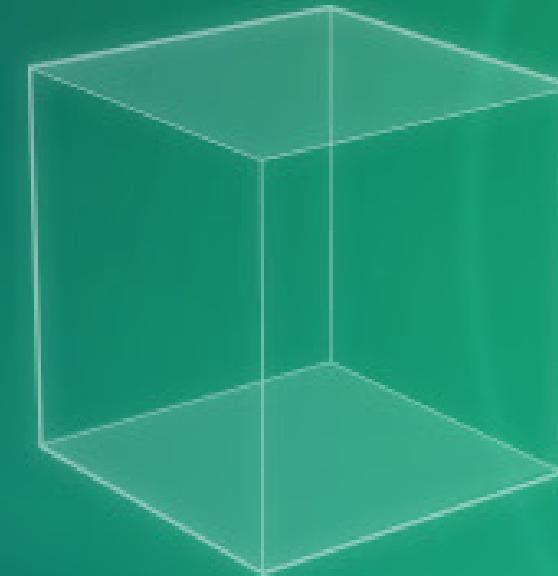




Our values are how we treat each other.



Our Values



Accountability



Integrity

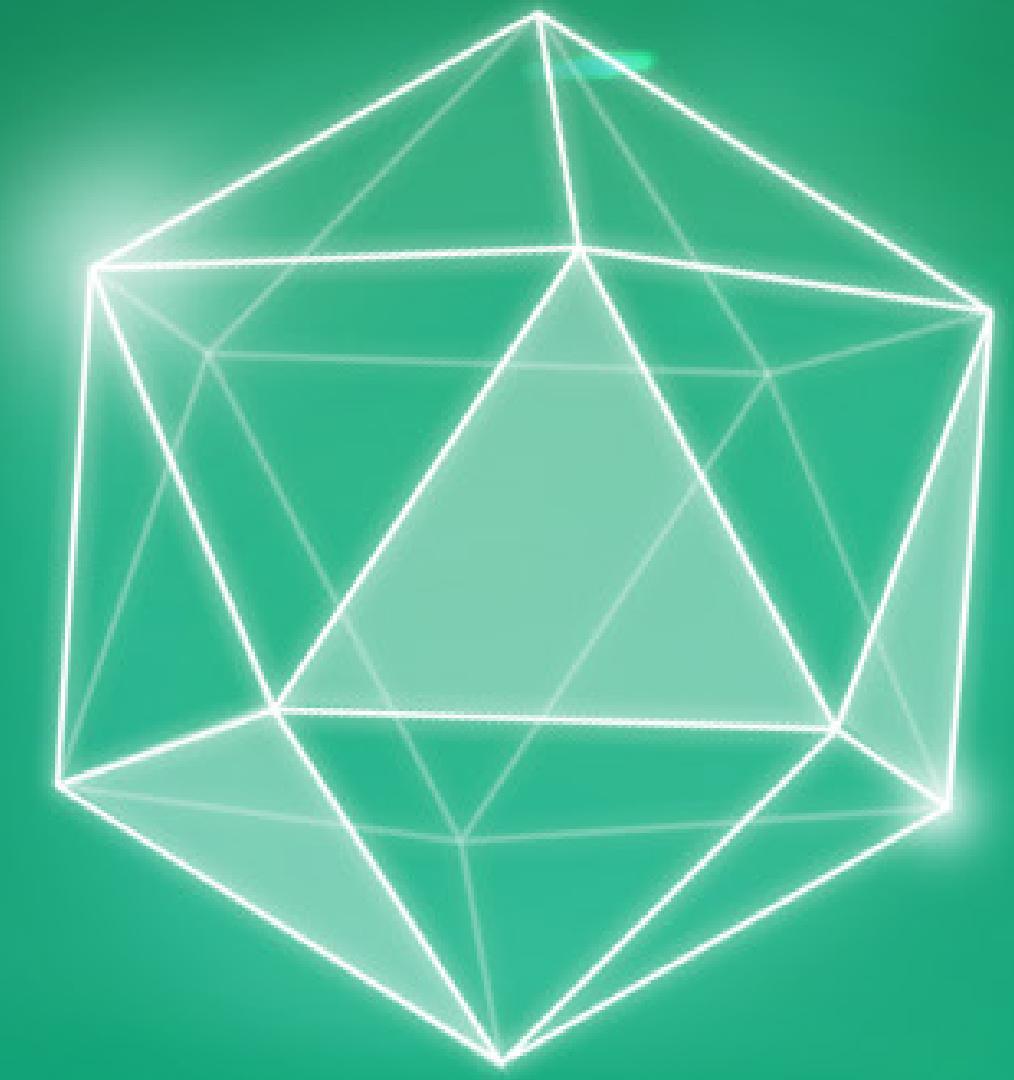
Respect

We recognize that the thoughts and backgrounds of others
are as important as our own. We consider what others
are feeling and what they might be going through, because
we believe in treating everyone with decency and dignity.

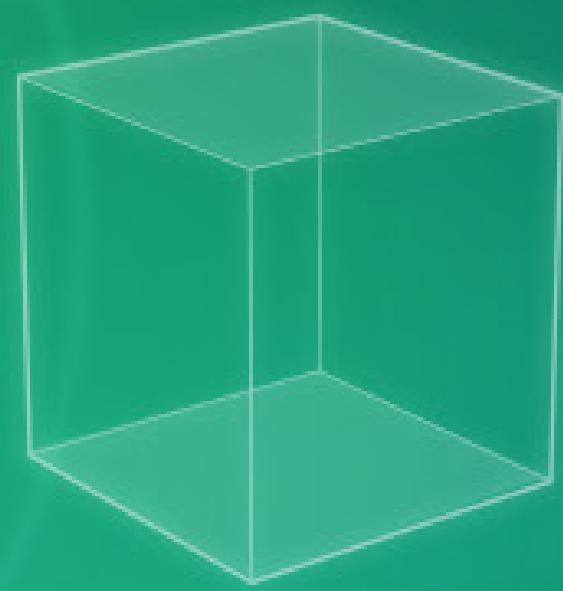
Our Values



Respect



Integrity



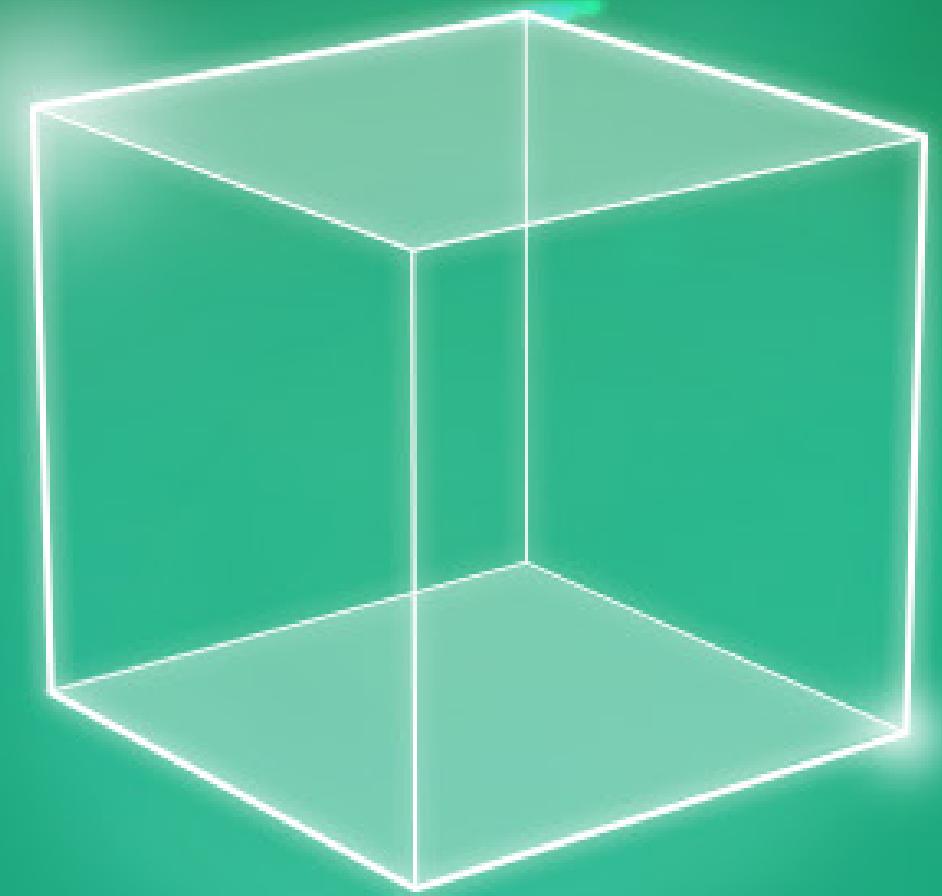
Accountability

We speak the truth, kindly. We do the right thing,
even when it's hard, and we honor the commitments
we make to each other.

Our Values



Integrity



Accountability



Respect

We take ownership of problems and fix what's broken.
When we think we've made a mistake (we all do), we ask.
We're best when we collaborate and share in success.



We are leaders.

Leadership isn't limited by title, role, or tenure.
Leadership is about principles that we can all apply.



We create clarity

We harmonize the complex, ensure shared understanding, and define actions needed by our team.



We generate energy

We build teams that grow stronger by creating an environment where people feel optimistic and creative and able to bring their best every day.

We deliver success

We drive innovation and solutions that people love, by being tenacious in seeking the right outcomes and being boundaryless in solving their problems.



Our managers

Our managers are guided by expectations designed to empower us to do our best work.

Our managers

Model

Our managers set an example by living our culture, applying a growth mindset, honoring our values in each interaction, and setting the tone for teams through leadership.

Coach

It matters when a manager is in our corner. They are able to learn and adapt and encourage us to collaborate within and across teams to reach clearly defined goals.

Care

A great manager attracts and keeps great people because they understand the skills and aspirations of each person on their team. They actively invest in helping them grow.

Culture

Growth
Mindset

Values

Our culture
is who we are.

Leadership
Principles

Manager
Expectations



Our mission
is our purpose.

Mission

Culture

World



We exist
to empower every person and every
organization on the planet to achieve more.

Mission

To empower every person
and every organization on the
planet to achieve more.

Culture

Growth
Mindset

Leadership Principles
Manager Expectations

Values

People Centered
Experiences

World

Intelligent Cloud

Intelligent Edge