

# Do your best work, all in one space: Google Workspace



## So, what's Google Workspace?

Google Workspace, formally G Suite, now packs an integrated workspace designed to be and function in a way that is truly helpful. Imagine a technology so seamless and intuitive that it feels invisible, yet anticipates our needs and augments our work so that we can maximize our time! That's Google Workspace for you in a nutshell.

Just like G Suite, all Google Workspace plans provide a custom email for your business and includes collaboration tools like Gmail, Calendar, Meet, Chat, Drive, Docs, Sheets, Slides, Forms, and Sites.



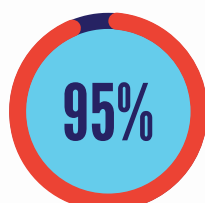
Every plan includes



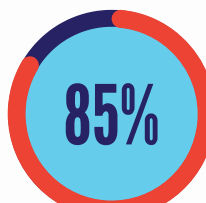
Google Workspace will help your teams create, communicate, and collaborate from anywhere. Jump on a secure video call on the go, collaborate together in real-time on any file in Docs, Sheets, and Slides, and easily share content from any device seamlessly.

## Here's what you can expect with Google Workspace

- 1.** Pure cloud-based solution – Easy setup and manage users, devices, and data; giving you more time to focus on your business.
- 2.** Simple and easy to use – Most of your employees are probably already familiar with Gmail, which helps reduce the time required to learn new tools.
- 3.** Enhanced collaborative work – With Google Workspace, you'll seamlessly connect employees and organizations to/from the cloud in real-time and on any device.



95% of Google Workspace users are able to easily work with multiple people in the same document vs 84% of Office 365 users.



85% of users say Google Workspace helps break down silos that impede effectiveness vs 74% of Office 365 users.

## Highlights:

- Familiar tools
- Easy and seamless communication
- Real-time collaboration
- Simple & secure manageability
- Data Retention and eDiscovery
- Data Loss Protection (DLP)
- Foundation for a culture of visibility & transparency



## More About Google Workspace...



### Gmail for Business

Google Workspace means business with over 6 million businesses worldwide using it. Gmail for Business offers the same secure email and communication solution with guaranteed uptime. Using Gmail for business in your domain such as yourname@example.com is a sound business solution for your company and it's easy to migrate from your existing platform without any loss of data and hassles. With additional features such as chats, rooms and task management tacked within Gmail for Business, your team would thank you.



### Google Meet

Google Meet offers a simple, secure and reliable video conferencing solution to help you start, schedule and record video calls on any device, and easily stay in touch with team members, vendors and partners. The best part is Google Meet runs completely in the browser or via mobile app so need to worry about "updates" and "risks", most of the time.



### Data Retention and Protection (DLP) with Vault

Every organization's data has immense value to the organization and should be protected against malicious or accidental actions like deletions, theft or even disasters for business continuity and protection of Intellectual IP. Vault archives and retains all users data such as Email, Files in Google Drive as well as data in Groups, on Chats etc. With Data Loss protection, organizations set filters and triggers to perform some actions such as stop or block or archive or notify someone when organization/customer data is at risk of being sent to external parties.



### Google Drive

Easily Store and access your data and files, securely, anytime, anywhere and on any device whether online or offline and easily let your team stay up to date with shared spaces in Google Drive and Shared Drives for teams. No more "I traveled so I left my data in the office" as a user's data and are with them wherever they are with Google Drive and can be accessed, edited and sent.



### Admin Control

Manage your organization's security, data and users with Google admin console including managing organizational what devices have access to data such as mobile devices and laptops. Perform basic forensics with Google Audit tools and logs to get better insights, usage and investigation of your company users.

# Who Needs MS Office with Google Editors?

We get asked this question a lot by IT and Executives from the over 300 companies we support. That if they can edit MS Office files such as Word, Excel and even PDF inside Google Drive and its Editors, and that the same files can work offline in the web, is there truly a need for maintaining MS Office licenses and the patches that come with it? Simply put, many people who use Google Workspace DO NOT have a need to install Microsoft Office. Now think of the savings in dollars and IT man hours!

## Snippet #1

Don't take our word for it, a report from Statista points that: "As of October 2020, Google's G Suite controlled around 50.6% of the market share for major office suite technologies worldwide. Microsoft's widely known Office 365 suite is the other major competitor in the market, but Google's early adoption of web-based online collaboration has allowed it to outpace Microsoft in recent years."

Read more here: [link](#)

## Snippet #2

Again, don't take our word for it, Mitch Cohen, Senior Manager, Collaboration Services, Colgate-Palmolive said  
"Google Workspace is built for the cloud, with no on-premises legacy. We felt that Google would continue to be the biggest innovator in cloud collaboration and a partner we could grow with."

Read more here: [link](#)

## Closing Arguments

Google Workspace helps you address key business challenges in today's work environment where teams are distributed and a workplace is not confined under the office any more with more and people working from home. Some of the challenges addressed by Google Workspace are:

- Coordinate distributed teams. Google Workspace enables your people to come together while they are apart. It makes team building easier and helps foster relationships at work.
- Cross-functional groups can work together easily and fluidly - no matter where everyone is working from.
- Collaborate seamlessly with other organizations like customers, partners, and suppliers.
- Streamline processes like planning and decision making. Execution is faster and straightforward.
- Hire and retain top talent by providing a delightful recruiting experience for candidates, and delivering a thoughtful working environment where the tools you use every day are seamlessly integrated.





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