

Google Docs vs. Microsoft Office 365



Web-Based Applications

- Online applications or [web applications](#) are becoming more popular, particularly since broadband Internet access has become more common and more available. With online applications and services, you do not need to download and install them in your computer to use them—you just need to open up your browser and access them online.



Web Based Applications



Both Microsoft Office and Google Docs are cloud-based office productivity suites.

Do You Really Care Where Your Computing is Performed or Your Software and Data are Stored?



Cloud Computing Defined

- **CLOUD Computing** is the practice of using a network of remote servers hosted on the Internet to store, manage, and process data, rather than on a local server or a personal computer.



Cloud Computing Simpler Definition

- The **CLOUD** is nothing more than a figure of speech for the Internet, or more literally, the vast array of storage servers around the globe that comprise it. When a file is stored in the **cloud**, it simply means the file resides on one of those servers and can be accessed through an Internet connection.



Key to Cloud Computing



Broadband Internet

Advantages of Cloud Computing for small/home businesses

- **Location Independent**
- **Scalability**
- **24/7 support**
- **Pay as you use**
- **Secure storage**
- **Lower cost of ownership**



Advantages of Cloud Computing for Home Users

- You can access your files/programs from anywhere you have an Internet connection.
- Program updates, support, and maintenance are done by the online service provider.
- Lower cost.



There are Thousands of Cloud Applications



Google docs





Get Office 365

Home > Office 365 Home



Programs included



Word



Excel



PowerPoint



OneNote ¹



Outlook



Access ¹



Publisher ¹



OneDrive



Skype

1TB OneDrive storage

Office 365 Home

★★★★★ (111)

\$99.99

Get a 1-year subscription including Word, Excel, PowerPoint, Outlook, OneDrive cloud storage, and Skype PC-to-phone world calling² for 5 PCs or Macs, plus 5 iPads or Windows tablets.

Choose your subscription: **1-year auto-renewal**

1-year auto-renewal

1-month auto-renewal

Buy and download now

Compatible only with Windows 7, 8, 8.1, and Mac OS X 10.6 or later
All languages included



Documents



Spreadsheets



Presentations

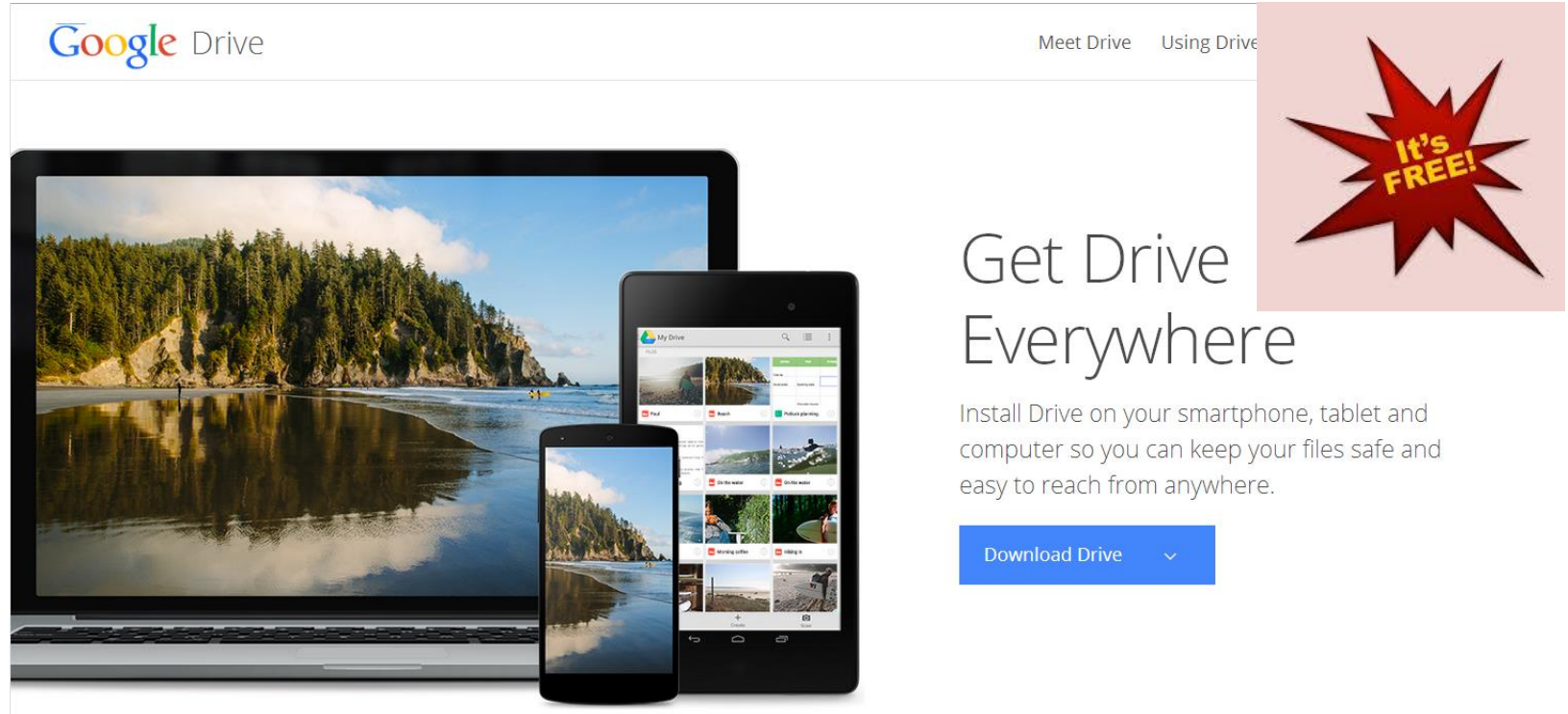


Drawings



Forms

Get Google Drive & Docs



Google Drive

Meet Drive Using Drive

Get Drive Everywhere

Install Drive on your smartphone, tablet and computer so you can keep your files safe and easy to reach from anywhere.

Download Drive

Price Comparison



What's Included in Office 365

Programs included



Word



Excel



PowerPoint



OneNote

¹



Outlook



Access

¹



Publisher

¹



OneDrive





Microsoft Word
is a word processor developed by Microsoft.



Docs is the online word processor in Google Drive.

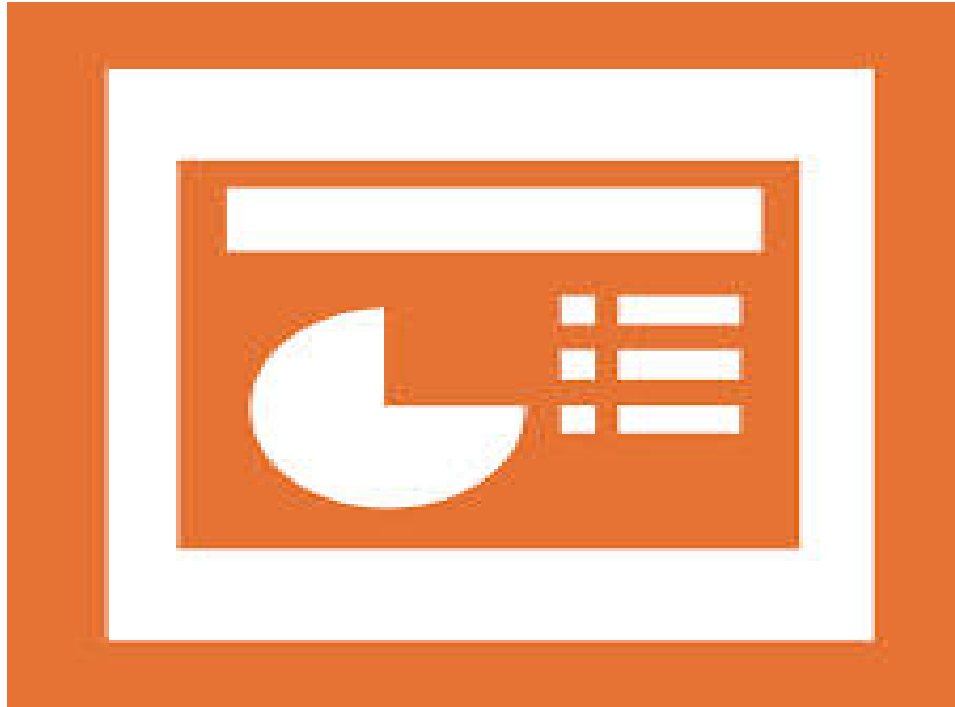


Microsoft Excel

is a spreadsheet application developed by Microsoft.



Sheets is the Google online spreadsheet program.



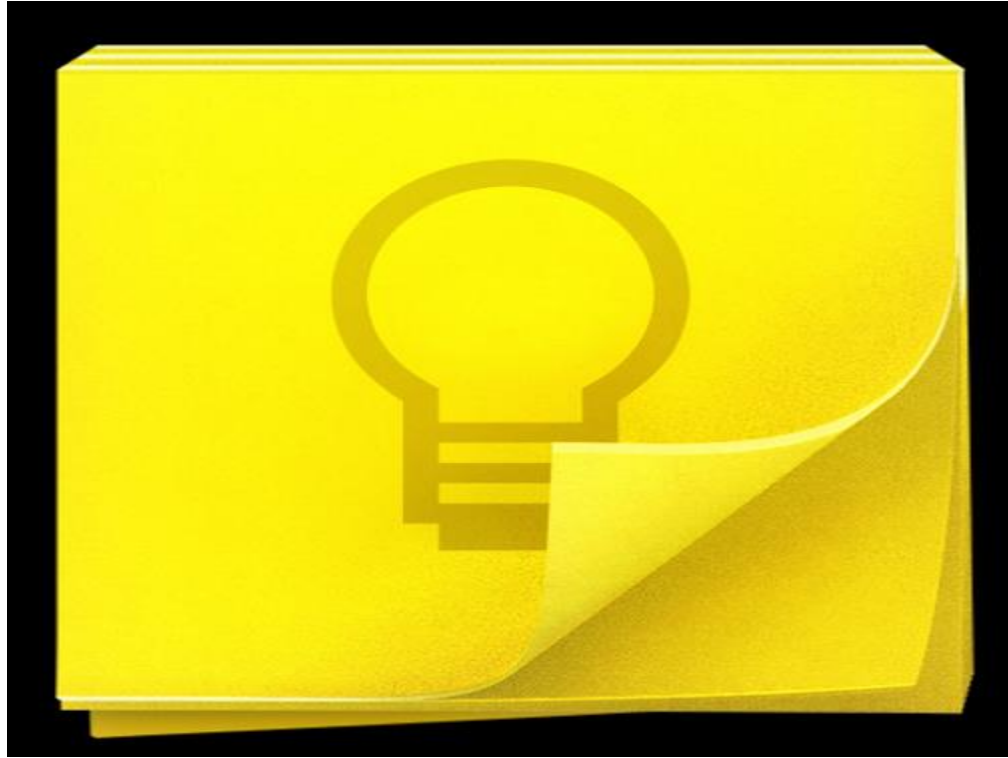
Microsoft PowerPoint is a
slide show presentation program developed by Microsoft.



Slides is the Google presentation program.



Microsoft OneNote is a computer program for free-form information gathering and multi-user collaboration.



Google **Keep is a note taking service from Google.**



Microsoft Outlook is a personal information manager from Microsoft. Although often used mainly as an email application, it also includes a calendar, task manager, contact manager, note taking, journal, and web browsing.



Gmail is a free email service.



GoogleTM
Calendar



Microsoft Access
is a database management system from Microsoft.



Using Google Cloud SQL, you can manage and store data using this relational database.



Microsoft Publisher is a desktop publishing application from Microsoft.



Skype is a VOIP service and instant messaging client, currently developed by Microsoft.



Googles free Voice Over Internet Protocol (VOIP) service.

Suite Comparison



Google Drive & Docs Cloud Storage

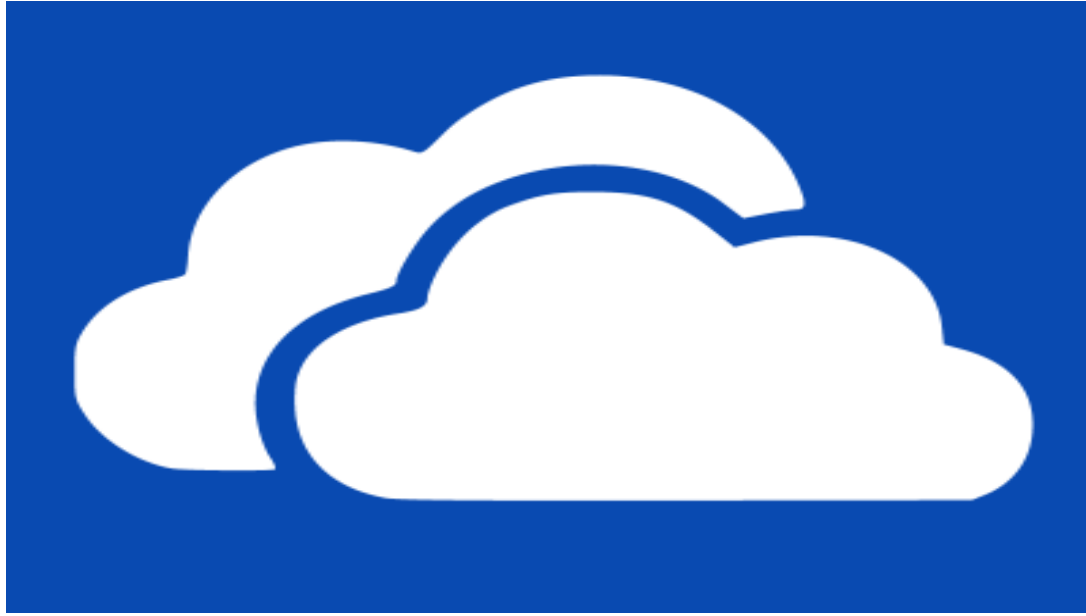
- **15 GB Cloud Storage (Forever)**
- **Unlimited Docs, Sheets, Slides Storage**



Google Drive

- [Google Drive](#) is the home to access Google Docs including documents, presentations, spreadsheets. It allows you to easily create, share and edit files in real time online, or upload an existing file to the system with 15 GB of free storage.





OneDrive is a file hosting service that allows users to upload and sync files to a cloud storage and then access them from a Web browser or their local device.

Office 365 Cloud Storage

- **1 TB Cloud Storage**
 - **5 persons**
 - **One year only**



Cloud Storage Comparison



Microsoft®

Office 365






Office 365 aims to be all things to all users, while Google Apps is content to offer key capabilities without the bloat and complexity.



In just about every case, the Microsoft Office 365 tools are more feature rich and robust than Google Docs

in a  nutshell

**Microsoft Office 365 is rich and complex
while Google Docs is simple and lean.**



90% of Office 365 users only use 10% of Office 365 features. For these user, the free Google Docs is all they need.

Paying for Features You Don't Need or Use, Is Like Flushing Money Down the Toilet



Feature by Feature Comparison



Microsoft®

Office 365



Ease of Use Comparison



Office 365 & Google Docs Usage Statistics

- More than 1.1 billion people use MS Office
- MS Office 365 has 3.5 million subscribers
- Google has 120 million accounts using Docs



Familiarity Comparison



Microsoft®

Office 365



Try Google Docs for a Week. . .



. . .You Might Like It!

AND THE
WINNER IS!....



Google Docs Demo Friday





VS



Thank You!

