

# Comparison Google Workspace & Microsoft 365

This overview serves to illustrate the proliferation of applications, urls and names of the most popular office applications. This comparison only applies to web applications and does not take into account any desktop applications (especially for Microsoft products).

## End user interfaces (web comparison only)

This section compares the end user interfaces. The usage types in the first column serve as a rough categorization. The list is probably not exhaustive and quickly becomes outdated.

| Category       | Google App          | Google App URL  | Microsoft App                          | Microsoft App URL   |
|----------------|---------------------|---|--|---|
| E-Mail         | Google Mail (Gmail) | <a href="mailto:">mail.google.com</a>                           | Microsoft Exchange Mail (Outlook Mail) | <a href="https://outlook.office365.com/mail">outlook.cloud.microsoft/mail</a> |
| Online Meeting | Google Meet         | <a href="https://meet.google.com">meet.google.com</a>           | Microsoft Teams Meetings               | <a href="https://teams.microsoft.com">teams.cloud.microsoft</a>               |
| Chat           | Google Chat         | <a href="https://mail.google.com/chat">mail.google.com/chat</a> | Microsoft Teams Chats                  | <a href="https://teams.microsoft.com">teams.cloud.microsoft</a>               |

|                                    |                    |   |  |  |
|------------------------------------|--------------------|---|--|--|
| <b>Calendar</b>                    | Google Calendar    | <a href="https://calendar.google.com">calendar.google.com</a>                   | Microsoft Exchange Calendar (Outlook Calendar) | <a href="https://outlook.cloud.microsoft/calendar">outlook.cloud.microsoft/calendar</a>  |
| <b>Data storage</b>                | Google Drive       | <a href="https://drive.google.com">drive.google.com</a>                         | Microsoft SharePoint<br>Microsoft OneDrive     | <a href="https://microsoft365.com/launch/sharepoint">microsoft365.com/launch/sharepoint</a>  |
| <b>Text data</b>                   | Google Docs        | <a href="https://docs.google.com/document">docs.google.com/document</a>         | Microsoft Word                                 | <a href="https://word.cloud.microsoft">word.cloud.microsoft</a>  |
| <b>Table data</b>                  | Google Sheets      | <a href="https://docs.google.com/spreadsheets">docs.google.com/spreadsheets</a> | Microsoft Excel                                | <a href="https://excel.cloud.microsoft">excel.cloud.microsoft</a>  |
| <b>Presentation data</b>           | Google Slides      | <a href="https://docs.google.com/presentation">docs.google.com/presentation</a> | Microsoft PowerPoint                           | <a href="https://powerpoint.cloud.microsoft">powerpoint.cloud.microsoft</a>  |
| <b>Forms &amp; data collection</b> | Google Forms       | <a href="https://docs.google.com/forms">docs.google.com/forms</a>               | Microsoft Forms                                | <a href="https://forms.cloud.microsoft">forms.cloud.microsoft</a>  |
| <b>Web pages</b>                   | Google Sites       | <a href="https://sites.google.com">sites.google.com</a>                         | Microsoft SharePoint<br>Microsoft PowerPages   | <a href="https://microsoft365.com/launch/sharepoint">microsoft365.com/launch/sharepoint</a><br><a href="https://make.powerpages.microsoft.com">make.powerpages.microsoft.com</a> |
| <b>Notes</b>                       | Google Keep        | <a href="https://keep.google.com">keep.google.com</a>                           | Microsoft OneNote<br>Microsoft Loop            | <a href="https://onenote.cloud.microsoft">onenote.cloud.microsoft</a><br><a href="https://loop.cloud.microsoft">loop.cloud.microsoft</a>   |
| <b>Process automation</b>          | Google Apps Script | <a href="https://script.google.com">script.google.com</a>                       | Microsoft PowerAutomate                        | <a href="https://make.powerautomate.com">make.powerautomate.com</a>  |
| <b>Drawing sheet</b>               | Google Jamboard    | <a href="https://jamboard.google.com">jamboard.google.com</a>                   | Microsoft Whiteboard                           | <a href="https://app.whiteboard.microsoft.com">app.whiteboard.microsoft.com</a>  |

|                 |               |   |                                      |  |
|-----------------|---------------|---|--------------------------------------|--|
| Video editing   |               |   | Microsoft Clipchamp                  | <a href="https://microsoft365.com/launch/clipchamp">microsoft365.com/launch/clipchamp</a>  |
| Data lists      | Google Sheets | <a href="https://docs.google.com/spreadsheets">docs.google.com/spreadsheets</a> | Microsoft Lists                      | <a href="https://microsoft365.com/launch/lists">microsoft365.com/launch/lists</a>  |
| Diagrams        |               |   | Microsoft Visio                      | <a href="https://microsoft365.com/launch/visio">microsoft365.com/launch/visio</a>  |
| Task Management | Google Tasks  | <a href="https://calendar.google.com/tasks">calendar.google.com/tasks</a>       | Microsoft Planner<br>Microsoft To Do | <a href="https://planner.cloud.microsoft">planner.cloud.microsoft</a><br><a href="https://to-do.office.com">to-do.office.com</a> |
| AI Chat         | Google Gemini | <a href="https://gemini.google.com">gemini.google.com</a>                       | Microsoft Copilot                    | <a href="https://copilot.cloud.microsoft">copilot.cloud.microsoft</a>  |