

Google Apps for Work

Now known as **G Suite**

A decorative graphic in the bottom right corner consisting of a light blue square with rounded corners, partially overlapping a white square.

Finished pilot at GPLS

- Everything working correctly
- Best practices
- Verify migrated data
- Training and change management
- Security policies in place



Features

- **Gmail:** Each individual user will have 30GB of storage shared between Drive and Gmail. Setup filters and rules to keep your inbox clean.
- **Hangouts:** Real time chat across any device with voice and video calling.
- **Calendar:** The ability to share calendars between branches, systems, and statewide(if you want to).
- **Drive:** Web and locally synced storage. Access files anywhere(and from any device!) without the need for a VPN. Search and share any file.
- **Google Docs:** Multiple people can work on a single document at the same time using real-time collaboration in the Google Docs suite. Access and edit from anywhere, with any device.
- **Forms:** Similar to Survey Monkey, uses the same online collaboration capabilities as google docs. Easily create Q&As, surveys, event registration forms. Analyze and share the results online or export them to Excel or Google Sheets.
- **Sites:** Easily host and manage your own intranet or create specific sites/wikis for projects

Management

Each system will be in their own subcategory under the statewide environment. Management takes place the in the same online administration console that ChromeOS uses.

Timeline - Subject to Change

- First pilot locations have been selected. We will begin the process early January. (January-February)
- Lessons learned from the pilot will be integrated into the process and applied to another small set of systems as a secondary pilot. (March-April)
- Following the pilots, we will split the remaining libraries into two groups and move 1 group per quarter.

FAQs

- **Can we come from any hosting platform?** Yes, though we plan to move the systems we currently host email for first.
- **How much storage will we get?** 30GB combined storage between Drive and Gmail per person
- **Does this affect SRS/Microsoft Office?** It does not, you will be able to use both Office and Google Docs
- **Will Google Sites replace our current web hosting?** No. It is not very robust and designed more for internal websites and small project sites/wikis.
- **Is it safe/secure?** Yes, Google's security is almost certainly better than what any one hosted email server or domain controller could provide.