




Transitioning from Google Workspace to Microsoft 365

	 Google Workspace	 Microsoft 365
Approved Under LU Technology Standards	✗	✓
Compliance Visibility	✗	✓
Advanced Security & Protection	✗ Not as Comprehensive as M365 & No MFA	✓ Provides Robust Security Measures & MFA
Advanced Data Loss Prevention	✗	✓
Authorized Access to Documents	✗	✓
Offline Access	✗	✓
Storage	30 GB +	1 TB+

Available Apps	Google Workspace		Microsoft 365
Chat & Messaging	Google Chat	→	Teams
Audio & Video Calls	Google Meet	→	Teams
Email	Gmail	→	Outlook
Document Processor	Google Docs	→	Word
Spreadsheets	Google Sheets	→	Excel
Presentations	Google Slides	→	PowerPoint

How to Start Moving Off of Google Workspace:

 Transition from Google products such as Google Drive, Google Sheets, and Google Slides onto approved university tools with easy steps provided in this [Knowledge Base Article](#).

 If you need assistance migrating off of Google Workspace, please [submit a ticket](#).