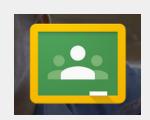
Google Apps What's New



A recap of August 2014



Featured Launch: Google Classroom

Classroom helps teachers create and organize assignments quickly

- Easy to set up
- Saves time
- Improves organization
- Enhances communication
- Affordable and secure



Work anywhere

Seamless editing of Office files with Google Docs, Sheets, and Slides on iOS



Simple to use

Support for third-party internationalized email addresses in Gmail
Table cell border styling in Google Docs
Chart trendlines available in Google Sheets
Copy and paste charts within Google Sheets

Quickly find and use special characters in Google Docs, Slides, and Drawings New available contacts tab for Hangouts in Gmail



Business ready

New bulk mail filter in Spam settings
View event support in Google Drive Audit logs



Learn more about Google Apps

<u>The Apps Show on YouTube: Adapting to change Google Apps demo recordings</u>

We'd really appreciate your thoughts on how we can make this newsletter work best for you.

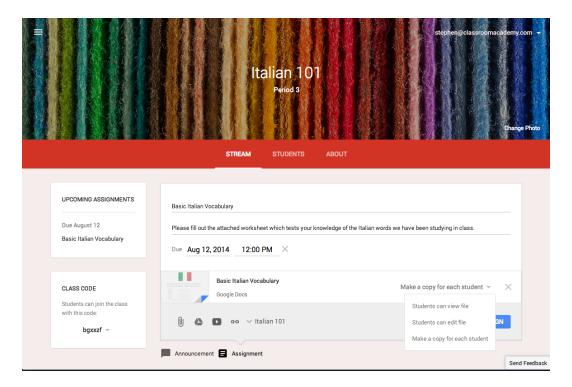
-The Google Apps Team September 2, 2014

Featured Launch: Google Classroom

Classroom helps teachers create and organize assignments quickly

Released Aug 12, 2014

Share with your organization



What's new: Classroom is a new, free tool in the Google Apps for Education suite, helping teachers create and organize assignments quickly, provide feedback efficiently, and communicate with their classes with ease. Classroom is based on the principle that educational tools should be simple and easy to use, and is designed to give teachers more time to teach and students more time to learn. Features include:

Easy to set up—Teachers can add students directly or share a code with their class to join. It takes just minutes to set up.

Saves time—The simple, paperless assignment workflow allows teachers to create, review, and grade assignments quickly, all in one place.

Improves organization—Students can see all of their assignments on an assignments page, and all class materials are automatically filed into folders in Google Drive.

Enhances communication—Classroom allows teachers to send announcements and start class discussions instantly. Students can share resources with each other or provide answers to questions on the stream.

Affordable and secure—Like the rest of our Google Apps for Education services, Classroom contains no ads, never uses your content or student data for advertising purposes, and is free for schools.

<u>Learn more and get started using Classroom</u>. Also check out the new <u>Google for Education blog</u>—a destination to share our work and collaborate with others around what's happening across education; from products to programs to partnerships, from the practical to the near-unimaginable.

Work anywhere

Seamless editing of Office files with Google Docs, Sheets, and Slides on iOS

Released Aug 25, 2014

Share with your organization

What's new: The new Google Slides mobile app is now available on iOS and the Google Docs and Sheets apps for iOS have been updated, allowing for seamless editing of PowerPoint, Word and Excel files on your iOS devices.

With these launches, we're delivering on our <u>promise</u> to make it possible for you to work with any file, on any device, any time. Now you can use the Google Docs, Sheets, and Slides apps on your iPad or iPhone and all other devices (your Chromebook, laptop, Android phone or tablet), to complete the same tasks—online or offline.



Docs, Sheets, and Slides for iPhone and iPad

How it works: No need to worry about file compatibility or internet connections anymore with the new Google Docs, Sheets, and Slides apps on iOS. Get the apps and it all just works.

Check the <u>Enterprise blog post</u> to learn more, and get the Google <u>Slides</u>, <u>Docs</u>, and <u>Sheets</u> iOS apps

Support for third-party internationalized email addresses in Gmail

Released Aug 6, 2014

Share with your organization

What's new: With this launch, Gmail users can now send to, and receive from, email addresses that contain accented or non-Latin characters. This includes both the domain name (to the right of the @ symbol) and/or the local-part (to the left of the @ symbol), as in 武@メール.グーグル.

from: 武@メール・グーグル
to: brigitta@ink-42.com
date: Mon, Aug 4, 2014 at 7:46 PM
subject: Do you want to get coffee this afternoon?
Important mainly because of the people in the conversation.

Note: Google Accounts will continue to contain only non-accented Latin characters (ASCII), so users will not be able to create an account such as Борис@gmail.com.

Learn more about Google's internationalization efforts.

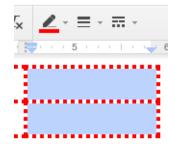
Table cell border styling in Google Docs

Released Aug 6, 2014

Share with your organization

What's new: People working with tables in Google Docs will now be able add styling to the borders of individual cells or groups of cells within the table. New controls will allow the application of color, width, and line styles to cell borders in a selection.

How it works: When the cursor is in a table, the border styling toolbar will appear, allowing the editor to select border styles for a selection of cells or the individual cell containing the cursor.



Learn more about working with tables in the Help Center.

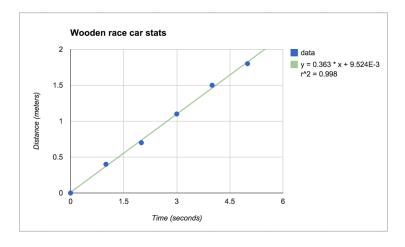
Chart trendlines now available in Google Sheets

Released Aug 13, 2014

Share with your organization

What's new: People creating charts in Google Sheets will now have the ability to add trendlines—lines superimposed on charts revealing the overall direction of the data.

Trendlines can be styled with different colors and line thicknesses, and can be displayed as an item in the legend. They are available for scatter plot, bar, column, and line charts.



Read the <u>G+ announcement</u> and learn more about <u>adding trendlines to charts</u>.

Copy and paste charts within Google Sheets

Released Aug 13, 2014

Share with your organization

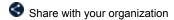
What's new: People using Google Sheets will now be able to copy and paste high-fidelity, fully functional charts inside the same spreadsheet and between spreadsheets.

How it works: When copying inside the same spreadsheet, the original data is used, so updating any data updates the chart. When copying between spreadsheets, a copy of the data is used, so no data is linked and updating the original data does not affect the chart.

For more information, check out the Help Center.

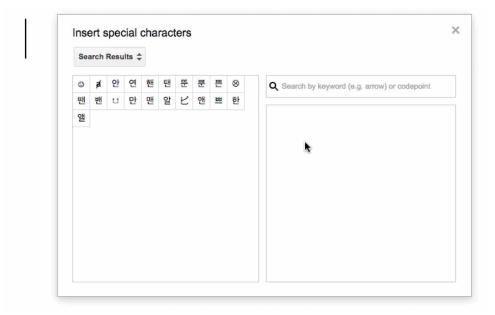
Quickly find and use special characters in Google Docs, Slides, and Drawings

Released Aug 26, 2014



What's new: We have launched a new version of the special character picker in Google Docs, Slides, and Drawings, making it easier for people to find characters and symbols—like arrows, shapes, or non-Latin characters—to insert into their content.

The new picker now supports keyword search as well as free form input, so editors can draw the symbol that they have in mind and the picker will return available characters that resemble the drawing:



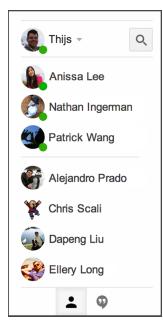
How it works: To add special characters, click the Insert menu and select Special characters.

Read the G+ announcement and check out the Help Center for more information.

New available contacts tab for Hangouts in Gmail

Released Aug 26, 2014

Share with your organization



What's new: With this launch, we are introducing a new tab to Hangouts in Gmail that shows a list of a person's contacts sorted by availability, making it easier to see which contacts are currently online.

Available contacts (those with the green circle) will show in an alpha-ordered list first, followed by a second alpha-ordered list of unavailable contacts. Contacts can be hidden or pinned to the top of the contacts list regardless of their availability.

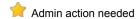
How it works: To access the new contacts tab, click on the person icon on the bottom of the Hangouts section.

Check out the G+ announcement and learn more in the Help Center.

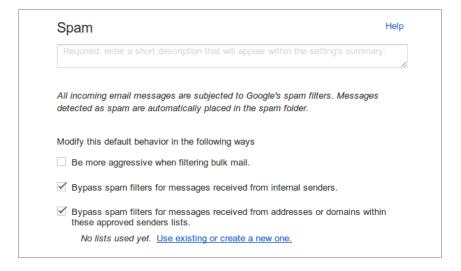
Business ready

New bulk mail filter in Spam settings

Released Aug 7, 2014



What's new: With this new option in **Spam** settings, admins can turn on more stringent filtering of bulk mail using a single checkbox. This is a feature that was available in Postini, and will now be available to our Apps customers.



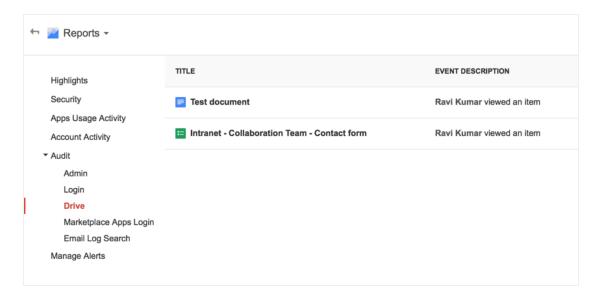
How it works: Simply check the 'Be more aggressive when filtering bulk mail' checkbox in **Spam** settings in the Admin console to turn on more aggressive filtering. For migrated Postini customers, the checkbox is enabled by default.

Check out the Help Center to learn more.

View event support in Google Drive Audit logs

Released Aug 18, 2014

What's new: Google Apps Unlimited customers are able to access Drive audit logs using the Reports API and in the 'Audit' section of the Admin console reports. With this launch, we added view event support to the Drive audit logs, to go along with events such as create, upload, edit, rename, move, add to folder, remove from folder, trash, delete and untrash.



How it works: View event covers file views for Google and non-Google file formats. Admins can also filter on view events and combine that with other filtering criteria like document name, user name and timestamp.

To access the Drive audit log, sign in to the Admin console and click Reports > Audit > Drive.

Check out the Help Center for more information.

Learn more about Google Apps

Google Apps for all: The Apps Show on YouTube, every Wednesday at 11am PST



Share with your organization

What's new: In August, the Apps Show focused on helping people using Google Drive to adapt to change by giving useful tips on some lesser known features of Drive, Docs, Sheets and Gmail.

How it works: Two Googlers provide detailed explanations and demos of new and existing Google Apps products and features. They also touch on change management strategies and other ways to get the most out of Google Apps, so check it out today!





Google Apps demo recordings



Share with your organization



What's new: Check out recordings of our recent series of demo sessions and see real-life use cases for getting the most from Google Apps.

How it works: Google Apps product specialists demonstrate how people at Google use Gmail, Docs, Drive, and Hangouts every day—to meet, collaborate, and get more work done in less time. Each session includes tips and examples for how Google Apps can help you and your business.

See recordings of the completed demo sessions.

Thanks for checking out our newsletter! We'd really appreciate <u>your thoughts</u> on how we can make this work best for you.