

# What's New

G Suite

May 2019

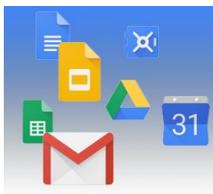


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## Learn more about G Suite

[Cloud Connect: The community for G Suite administrators](#)  
[G Suite on Social](#)  
[What's New for G Suite Admins videos](#)  
[G Suite Learning Center](#)

To help you better track the full breadth of G Suite launches, including those that aren't announced on the [G Suite Updates blog](#), check out the [What's new in G Suite](#) page in the Help Center.

*We'd really appreciate [your thoughts](#) on how we can make this resource work best for you.*

*- The G Suite Team, June 3, 2019*

# Featured launch: Use desk phones with Google Voice<sup>r</sup>

Announced May 23rd, 2019

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## What's changing

It's now easier to set up and manage desk phones with Google Voice. Specifically, you can now use the Admin console to:

See all desk phones in your organization, including the model, phone status, assigned user, and more. Provision a [Polycom VVX x50 OBi Edition](#) device to a specific user in just a few clicks. When you provision a phone, the user's number will be assigned to the phone after an automatic update.

Use our Help Center to find out more and watch a brief video about how to [set up desk phones with Google Voice](#).

## Who's impacted

Admins and end users

## Why you'd use it

While Google Voice gives you the flexibility to use your work phone number on any device, there may be times when a desk phone is preferred or helps ease the transition from a legacy telephony system to Google Voice.

## How to get started

**Admins:** Use our Help Center to see how to provision a desk phone for Voice.

**End users:** Once a desk phone has been set up for you by an admin, see how to use a desk phone with Voice.



[Video: Get started with Google Voice desk phones](#)

## Helpful links

[Help Center \(admins\): Set up desk phones](#)

[Help Center \(end users\): Use a desk phone with Voice](#)

# Work together

## Choose your videoconferencing option on Jamboard by June 30

Announced on May 13th, 2019

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### What's changing

Starting on May 13th, you can choose whether or not to enable an enhanced Jamboard videoconferencing experience with Hangouts Meet on Jamboard devices. If you don't configure your boards to enable or disable this feature by June 30th, your boards will be automatically enabled. The improved experience replaces the current "Connect to Meeting" feature to:

**Add full screen videoconferencing to Jamboards:** Jamboard will use Hangouts Meet for a better videoconference experience.

**Pair to a calendar:** Pair your board to a calendar resource in the admin console to make it a bookable resource and make it easier to start or join a meeting directly from the board.

For Jamboards in large rooms or open spaces, we recommend setting up the Jamboard with peripherals to provide the best audio quality. Review our [deployment recommendations](#) and information below to make sure you provide your users with the best experience.

### Who's impacted

Admins and end users

### Why you'd use it

The enhanced Jamboard videoconferencing will use Hangouts Meet to expand how you can use your Jamboards. Now, you can have a video conferencing call, a collaborative session with the digital whiteboard, or both at once—all with a single Jamboard. Specifically, Meet on Jamboard will:

- Add full screen videoconferencing for when you want to talk to meeting participants
- Make it easy to switch between videoconferencing and sharing the digital whiteboard
- Improve screen sharing from other devices to a Jamboard so you can present to the meeting
- Allow pairing a Jamboard to a calendar resource to easily start or join a meeting directly from the board.

### How to get started

**Admins:** Review these [deployment recommendations](#) and [enable or disable the upgrade on your boards](#).

**End users:** If enabled, [see how to use Meet on Jamboards here](#).

### Additional Details

Choose whether to enable the feature on your Jamboards by June 30

By June 30, admins should choose which configuration to use for each Jamboard and ensure that the Jamboards are properly deployed within your organization for optimal video meeting experience ([deployment recommendations](#)).

- If you enable full screen videoconferencing, the feature will be enabled immediately on the board.
- If you turn it off, the feature will not be enabled, but can be enabled any time in the future.
- If you decide to pair the Jamboard with a Hangouts Meet hardware device, you will be able to use both Jamboard and Hangouts Meet hardware in the same room.

To opt-in for this videoconferencing update on your Jamboard, please log on to admin console and [manually enable the upgrade](#). If no option is selected before June 30, all boards that are not currently paired to Hangouts Meet devices will auto-upgrade.

### Turn the feature on or off at any time

You can enable or disable videoconferencing or change pairing set-ups for each Jamboard at any time. If you choose to disable the upgrade now, you can still enable it at any time in the future to rollout the feature on your own timeline.

## Helpful links

[Deployment recommendations to set up your meeting room](#)  
[Help Center \(admins\): Set up Jamboards for video meetings](#)

## New meeting creation flow for Calendar on Android

Announced on May 7th, 2019

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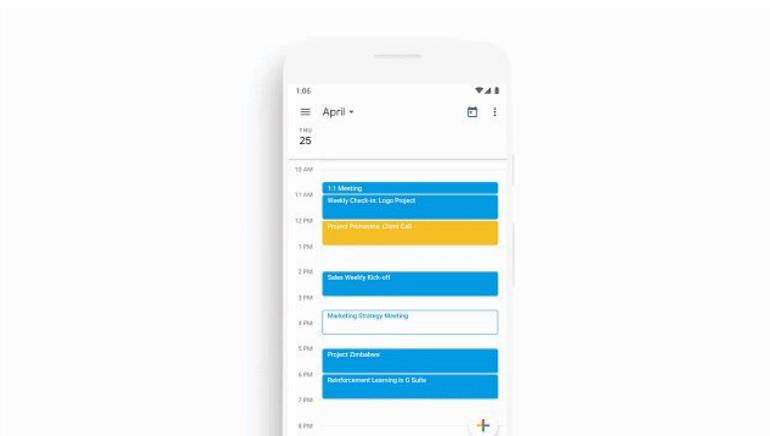
### Quick launch summary

We [recently announced](#) a new event creation flow for Calendar on the web. We're now making similar improvements to save you time and make it easier to [create or edit events](#) on your Android device.

You'll see several changes when creating/editing a meeting on Android such as:

**Maintain visual access to calendar grid:** Now, you can collapse or expand the creation/edit view, so you can go back and forth between this screen and the Calendar grid. This allows you to interact directly with the Calendar grid by tapping on the desired time slot, drag & dropping vertically to another time in the same day, or horizontally to another day.

**See guest availability without leaving the create/edit view:** Easily see the availability of guests directly on the Calendar grid, as their calendars will load as you add them to the event. Google Calendar may also suggest a title for the meeting. After adding guests, organizers can see schedules of their guests by clicking on "View Schedules" or by dragging down the Creation View.



# Simple to use

## Dark mode available for Calendar and Keep on Android

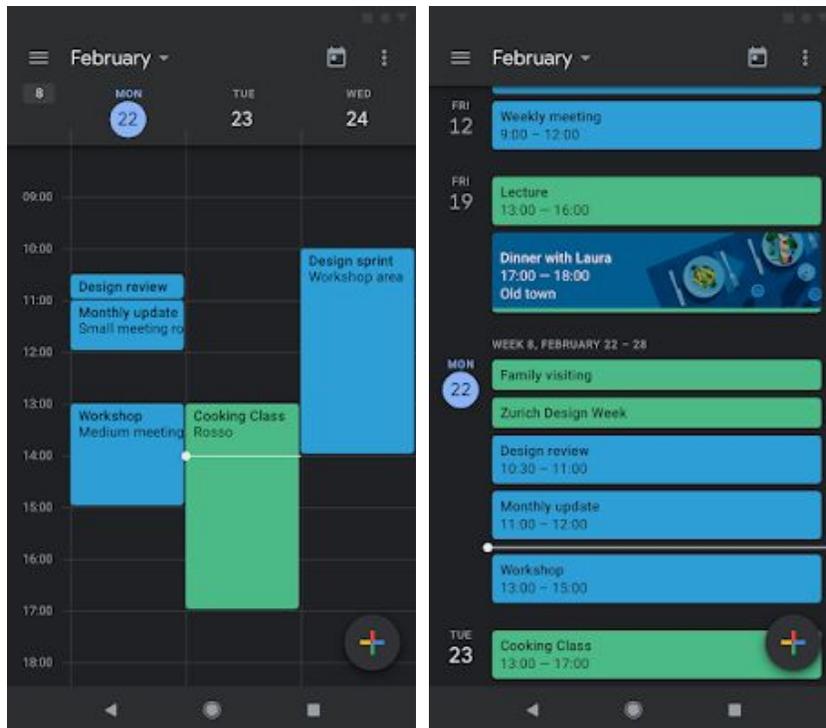
Announced on May 20th, 2019

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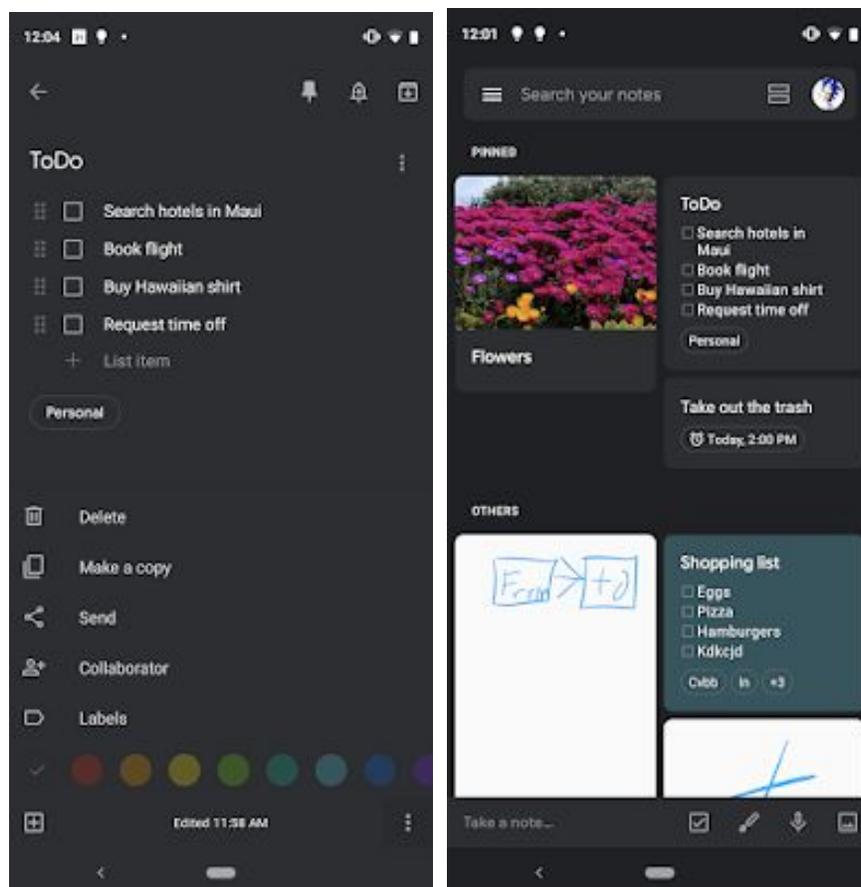
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### What's changing

Google Calendar and Keep will now support Dark mode on Android.



Dark mode for Google Calendar.



Dark mode for Google Keep.

Who's impacted  
End users

### Why you'd use it

Dark mode is a popular feature that's frequently requested by Calendar and Keep users. It creates a better viewing experience in low-light conditions by reducing brightness.

### How to get started

**Admins:** No action required.

**End users:**

Calendar

Enable Dark mode by going to *Settings > General > Theme*.

Keep Enable

Dark mode by going to *Settings > Enable Dark Mode*.

### Additional details

Both Calendar and Keep apps need to be updated to the latest version of the app to see this feature.

### Calendar

Dark mode for Calendar will be supported on devices with Android N+ (i.e. Nougat and more recent releases).

Android Q users can set their OS to Dark mode, which means Calendar and all other apps will be in Dark mode by default. If users do not have their OS set to Dark mode, they can enable Dark mode in Calendar's settings (see above).

For pre-Android-Q devices, users will be able to configure Calendar to go into Dark Mode when the device enters battery saving mode.

### Keep

Dark mode for Keep will be supported on devices with Android L-P. For these devices, Dark mode can be enabled from Keep's settings (see above).

For Android Q devices, Dark will be on by default if the OS is set to Dark mode. Or, it can be enabled in Keep's settings (see above).

## Three new features to format and work with data in Sheets

Announced on May 8th, 2019

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### What's changing

We're introducing three new features that will help you clean up and work with your data in Sheets. These features are:

Remove duplicates

Trim whitespace

Compatible spreadsheet shortcuts

### Who's impacted

End users

### Why you'd use them

#### Remove duplicates:

A highly requested feature, you can use this tool to easily remove duplicate values from your sheet, saving you time by eliminating the need to write an app script or manually remove duplicate data.



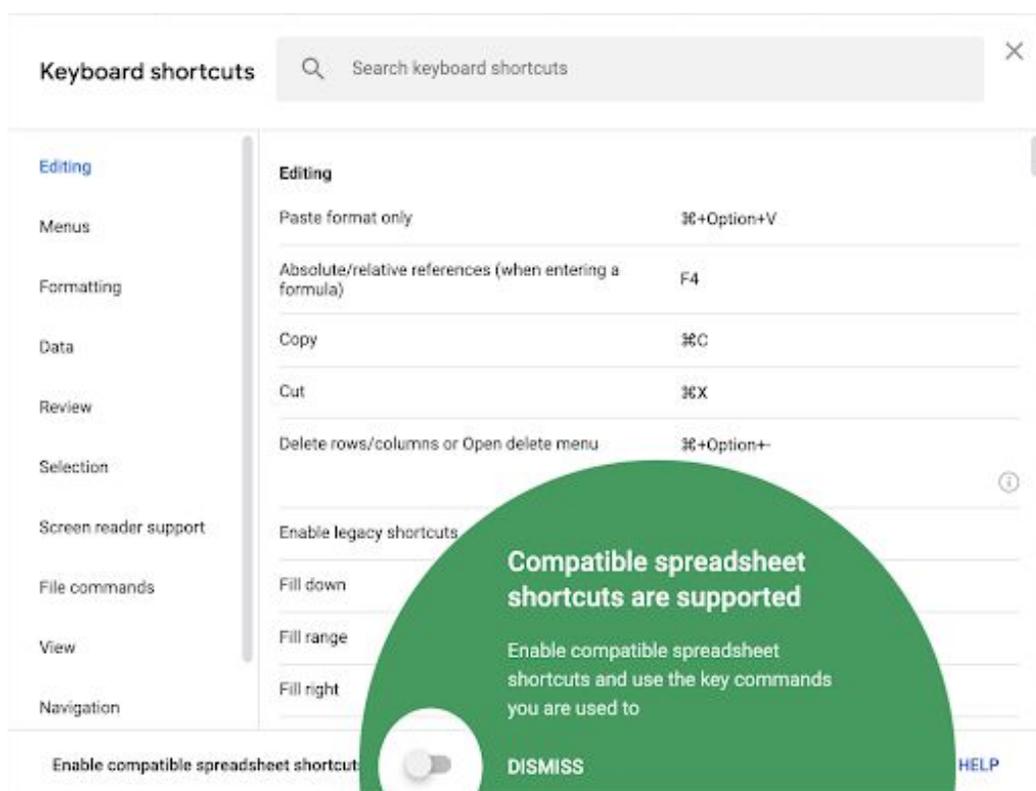
**Trim whitespace:**

Sometimes when you add data to a sheet, it may not be the format you need. Now, you can easily keep your sheet standardized by using the trim whitespace feature to remove any leading, trailing, or excessive whitespace from a cell or array of data.



**Compatible keyboard shortcuts:**

You can now use popular keyboard shortcuts from other spreadsheets in Sheets. These familiar shortcuts will make navigating and working with data in Sheets quicker for users.



### How to get started

**Admins:** No action required.

**End users:**

#### To remove duplicates from a range of data:

Select range of data in your sheet

From the toolbar, select *Data > Remove duplicates*. In the dialogue box, you'll see your selected range of data.

Select Remove duplicates. You'll see an additional dialogue box that details how many duplicates were removed from your dataset.

#### To trim whitespaces:

Select a cell or range of data that contains whitespace on your sheet

From the toolbar, select *Data > Trim whitespace*

You'll then see a dialogue box that details how many cells whitespace was removed from.

#### To enable compatible keyboard shortcuts:

Users can access keyboard shortcuts by going to *Help > Keyboard shortcuts*.

From here, you can see a list of keyboard shortcuts and their corresponding commands. Note that compatible shortcuts will be denoted with an info icon.

At the bottom, you can enable compatible spreadsheet shortcuts.

You can click "View compatible shortcuts" at the bottom right to see a complete list of all newly available shortcuts.

### Additional details

The remove duplicates and trim whitespaces features will be supported in Apps Script, macro recording, and one platform APIs in early June 2019.

### Helpful links

[Keyboard shortcuts for Google Docs](#)

[Split text, remove duplicates, or trim whitespace in Sheets](#)

[Separate cell text into columns](#)

## Create and insert image carousels in new Sites

### Quick Launch Summary:

We're making it easier for site editors to share a selection of images in new Sites by creating a new image carousel. You can use this new content type to highlight images on your site, like a project page where you can feature concepts and designs, or share photos from a conference on an event page.

To insert an image carousel to your Site:

In the right sidebar, click *Insert > Image carousel*

Select images to upload or select from already uploaded images.

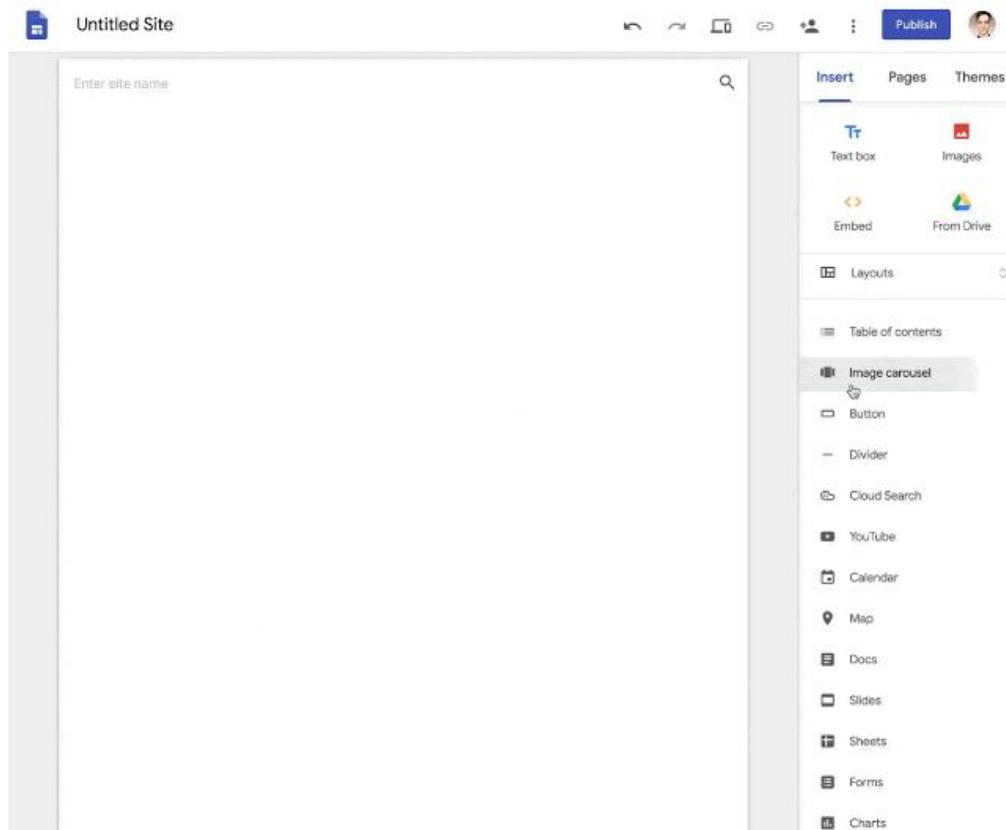
Drag images to reorder as desired.

Hover over the image to delete or add alt text.

To set carousel settings, click the **gear icon** to the top right and select from the following:

**Auto start:** images in the carousel will automatically cycle.

**Show dots:** displays progress indicators for the carousel.



## Two improvements to new Sites footers

Announced on May 14th, 2019

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### What's changing

We're making two changes to footers in new Google Sites. Specifically, we're:

Removing the current footer appended at the bottom of all new Sites, which contains "Made with new Google Sites..." language and the "Create a site" button.

Adding the ability for site editors to show the last time a page was updated via a newly designed site info icon.

### Before:

Made with the new Google Sites, an effortless way to create beautiful sites.

Create a site

Report abuse

### After:



Date: May 3  
Time: 1:30 pm  
Location: Center for the Arts



**Who's impacted**  
Admins and end users

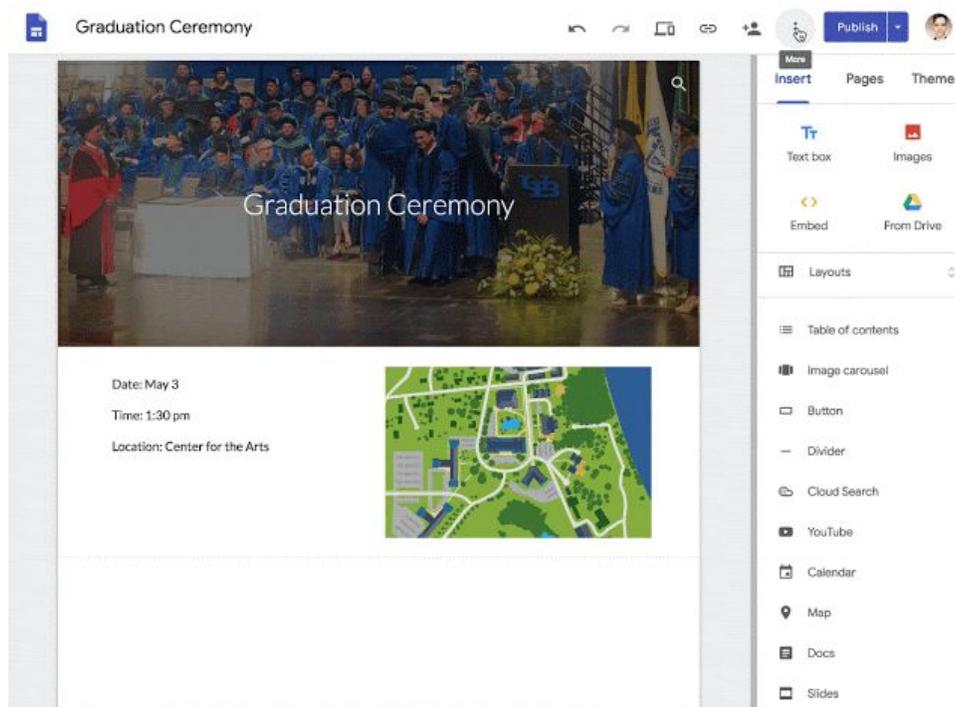
**Why you'd use it**

**Removing the promotional footer:**

We heard your feedback that the Google branding and "Create a site" button at the bottom of new Sites' pages can distract site viewers and make your site feel less professional. We're removing that branding, so your site viewers can focus on your content.

**Display the time a site's page was last updated:**

You've told us that it's sometimes challenging for site viewers to determine how up to date the site content is that they are viewing. With this new feature, you can have all sites in your domain display the last updated date by default (in a newly introduced site info icon) — simply by adjusting a single admin setting, see more below.



## How to get started

**Admins:** Control whether the “Last updated time” setting is available for site editors in your domain at *Apps > G Suite > Settings for Sites*. Under Last updated time, you can select:

**OFF:** To disable site editors from ever displaying the last updated time on a site.

**ON:** To give **site editors** the option to turn last updated time on or off.

When this setting is selected, last updated time will be defaulted to on for **newly created sites going forward**.

**FORCED:** To **always** show last updated time for all sites — **editors cannot disable**.

When this setting is selected, **all sites** will display the last updated time.

We recommend this option, as it ensures site viewers can quickly determine if a site is up to date.

**End users:** Depending on which of the above settings your admin selects, site editors can take the following actions:

**OFF:** No action can be taken — last updated time will be disabled.

**ON:** Editors can toggle last updated time on or off on a per site basis by going to the *More menu > Site info settings* from within new Sites.

**FORCED:** No action can be taken, last updated time will be displayed.

## Additional details

We’re removing the “Made with new Google Sites” language and “Create a site” button that was previously included in the footer of all sites created with new Sites.

The “Report abuse” link (which is only shown in certain scenarios) and the “Site details” link (viewable to Admins only) are not being removed and can be found in the newly designed site info icon (lower left hand corner on a site) moving forward.

## Helpful links

[Control the Last updated time settings](#)

# Update all linked content with one click in Docs and Slides

Announced on May 24th, 2019

Share with your organization

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## What’s changing

We’re adding a new “Linked objects” sidebar where users can see all linked content in their documents, such as embedded charts, tables, slides, and drawings.

## Who’s impacted

End users

## Why you’d use it

The Linked objects sidebar gives users the ability to quickly access all linked content to see if anything is outdated and update all the content with a single click.



## How to get started

**Admins:** No action required.

**End users:** To update the data in a multiple charts or tables:

In Docs or Slides, at the top click *Tools > Linked objects*.

A sidebar will open on the right, at the bottom click **“Update all”**.

Note: Click **Update** next to specific objects to update them individually.

## Additional details

If you don't see Update or Update All, your charts, tables, or slides may not be linked. To learn how to link charts, tables, or slides see this article in our [Help Center](#).

## Helpful links

[Update charts, tables, slides or drawings in a document or presentation](#)

[Link a chart, table, or slide to Google Docs or Slides](#)

## Two new formatting tools available in Docs

Announced on May 30th, 2019

Share with your organization

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### Quick launch summary

We're introducing two new features in Google Docs that will help you format your work:

#### Insert section breaks and view section breaks in your doc

You can now insert a next page or continuous section break in Google Docs by going to *Insert > Break*. From here, you can select next or continuous. Note both types of breaks will start at the place of your cursor location.

To easily view where section breaks are located in your document, you can use the new show section breaks tool by going to *View > Show section breaks*. When Show section breaks is enabled, you'll see a blue dotted line where each section break is located.

#### Adjust margins per section

It's now possible to use the ruler to adjust the left and right margins by section. Previously, it was only possible to adjust the margins for the entire document.

If you don't make a selection, the ruler will adjust the margins for the section that corresponds to the cursor location. Or, you can highlight multiple sections of your doc to be adjusted.

You can also adjust margins per-section by going to *File > Page Setup*.

# Business ready

## Automatically provision users with three additional apps

Announced on May 20th, 2019

Admin feature

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### What's changing

We're adding auto-provisioning support for three new applications:

- Hootsuite
- Huddle
- OfficeSpace

### Who's impacted

Admins only

### Why you'd use it

When auto-provisioning is enabled for a supported third-party application, any users created, modified, or deleted in G Suite are automatically added, edited, or deleted in the third-party application as well. This feature is highly popular with admins, as it removes the overhead of managing users across multiple third-party SaaS applications.

### How to get started

**Admins:** For more information on how to set up auto-provisioning, check out the [Help Center](#).

**End users:** No action needed.

### Helpful links

[Help Center: Automated user provisioning](#)

[Help Center: Using SAML to set up federated SSO](#)

## More admin control over Apps Script projects with Google Cloud Console management

Announced on May 16th, 2019

Admin feature

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### What's changing

We're changing how [Apps Script](#) manages Google Cloud Platform (GCP) projects. This will help IT Admins govern these projects and simplify how developers manage projects as well. New Apps Script [GCP projects](#) will now live in a new folder ("apps-script") in the GCP resource hierarchy. This means that new Apps Script projects will be governed by [organization policies](#) defined for GCP projects by IT admins.

### Who's impacted

Admins, Apps Script developers, and end-users of Apps Script projects.

### Why you'd use it

**Gives IT admins additional controls:** This feature helps make Apps Script projects more secure by providing additional control and visibility over these projects to IT administrators. Admins who have not yet defined organization policies can now do so to control Apps Script projects. Admins who have already defined organization policies are now assured that those policies will also be applied to Apps Script projects.

**Simplifies developer project management:** Developers no longer need to visit the Cloud Console to enable Google APIs - simply enabling it in the Apps Script editor is now all that's needed.

**Removes 'risky' label for end users:** End users of internally-created Apps Script projects will no longer see those projects labeled "risky" when they visit the Google Security Checkup tool at [myaccount.google.com](https://myaccount.google.com).

### How to get started

**Admins:** Check your [organization policies](#) which will apply to new Apps Script projects.

**Developers:** No action needed.

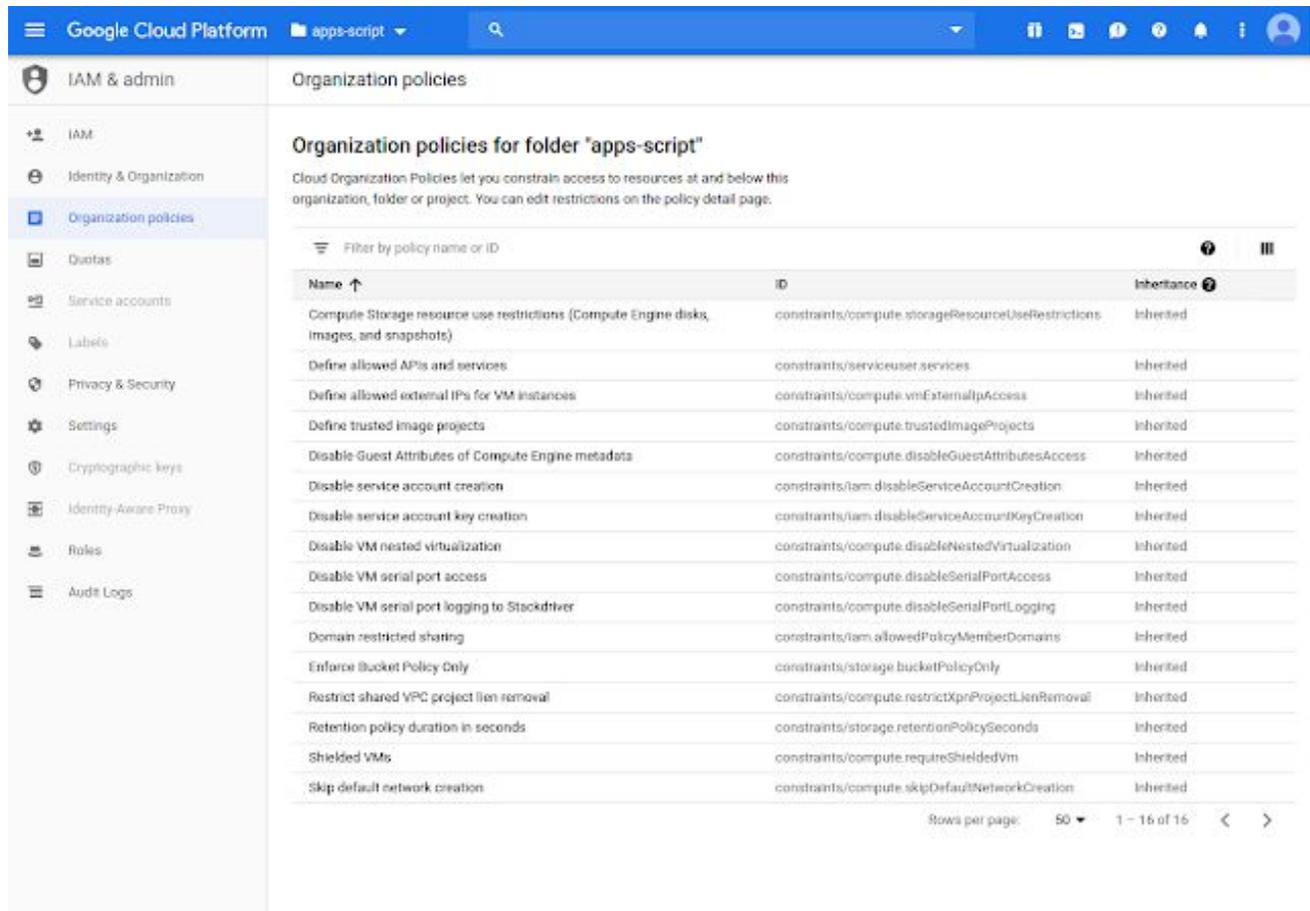
**End users:** No action needed.

## Additional details

When an Apps Script project is created, a GCP project is also created and associated with it. This GCP project controls a range of configurations and settings, including API access, G Suite Marketplace API configuration for publishing add-ons, access to Stackdriver logs, and more.

Previously, these GCP Apps Script projects existed outside of the [resource hierarchy](#). Now, new Apps Script projects will be parented by a new “apps-script” folder in the resource hierarchy, specifically at organization root > system-gsuite (new) > apps-script (new).

This means they will be governed by [organization policies](#), which give you centralized and programmatic control over your organization's cloud resources. Policies that can be managed here include the ability to restrict domains that are allowed to be on the ACL for Cloud projects, specify restricted APIs that Cloud projects can access, and block GCP projects from creating new GCE instances.



Name ↑	ID	Inheritance
Compute Storage resource use restrictions (Compute Engine disks, Images, and snapshots)	constraints/compute.storageResourceUseRestrictions	Inherited
Define allowed APIs and services	constraints/serviceuser.services	Inherited
Define allowed external IPs for VM instances	constraints/compute.vmExternalIpAccess	Inherited
Define trusted image projects	constraints/compute.trustedImageProjects	Inherited
Disable Guest Attributes of Compute Engine metadata	constraints/compute.disableGuestAttributesAccess	Inherited
Disable service account creation	constraints/iam.disableServiceAccountCreation	Inherited
Disable service account key creation	constraints/iam.disableServiceAccountKeyCreation	Inherited
Disable VM nested virtualization	constraints/compute.disableNestedVirtualization	Inherited
Disable VM serial port access	constraints/compute.disableSerialPortAccess	Inherited
Disable VM serial port logging to Stackdriver	constraints/compute.disableSerialPortLogging	Inherited
Domain restricted sharing	constraints/iam.allowedPolicyMemberDomains	Inherited
Enforce Bucket Policy Only	constraints/storage.bucketPolicyOnly	Inherited
Restrict shared VPC project lien removal	constraints/compute.restrictXpnProjectLienRemoval	Inherited
Retention policy duration in seconds	constraints/storage.retentionPolicySeconds	Inherited
Shielded VMs	constraints/compute.requireShieldedVm	Inherited
Skip default network creation	constraints/compute.skipDefaultNetworkCreation	Inherited

## Helpful links

[Apps Script information and resources](#)

[Documentation: Introduction to the Organization Policy Service](#)

[Documentation: Resource Hierarchy](#)

## Android phone's built-in security key now generally available

Announced on May 7th, 2019

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### Quick launch summary

At Next 2019, we announced beta functionality to [use an Android phone's built-in security key for 2-step verification](#). We're now making this generally available. All phones running Android 7.0+ (Nougat) have a built-in key that can be [activated](#). This means your users can use existing phones for multi-factor authentication in G Suite to protect against phishing.

For more details, see our [beta announcement](#) or our [Cloud Blog post](#).

# SSO + network mask domains can now force Google password reset on next login

Announced on May 23rd, 2019

Admin feature

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## What's changing

We're providing more control over user password policies for some customers using [third-party identity providers \(IdPs\) via SAML](#). Previously, these customers could not enforce the "Require password change" setting for their users. Now, SSO customers who have a [network mask](#) defined can turn on this setting and force their users to change their Google password the next time they log in using their G Suite or Cloud Identity credentials.

## Who's impacted

Admins only

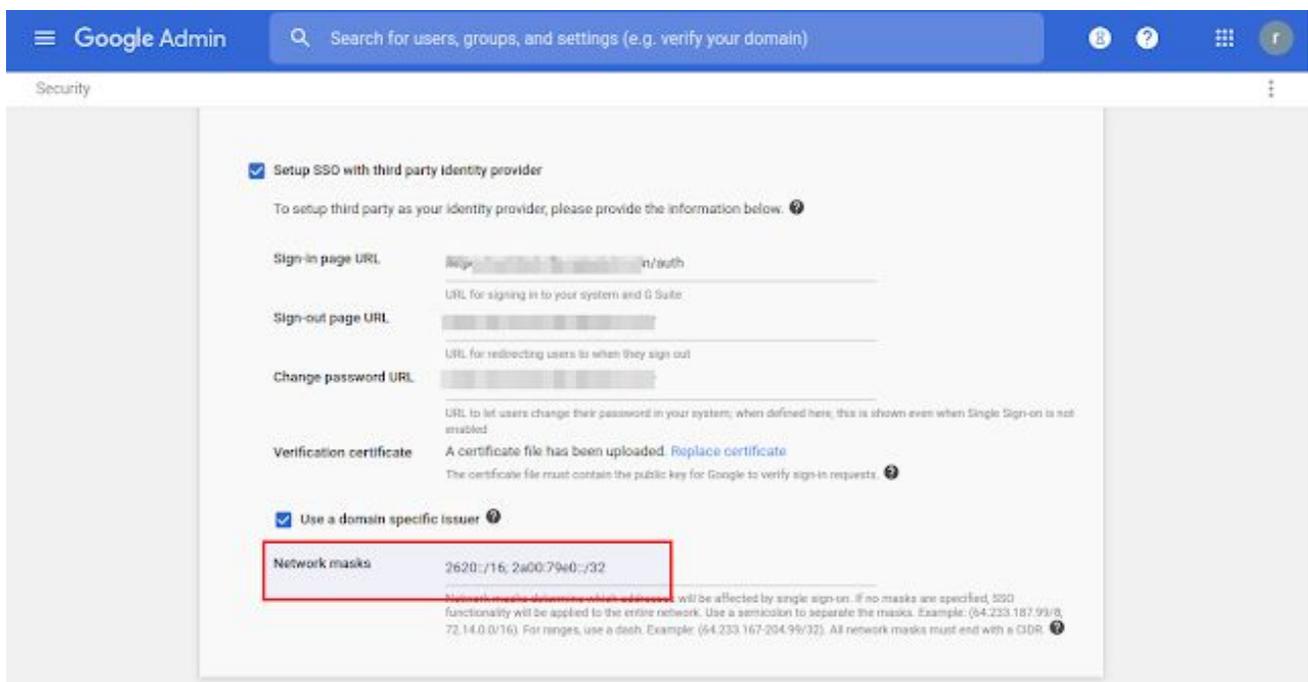
## Why you'd use it

For many customers who use third-party IdPs via SAML, preventing "Require password change" is the desired behavior. Their users only need to know their credentials for their IdP so forcing them to change their Google password is not meaningful.

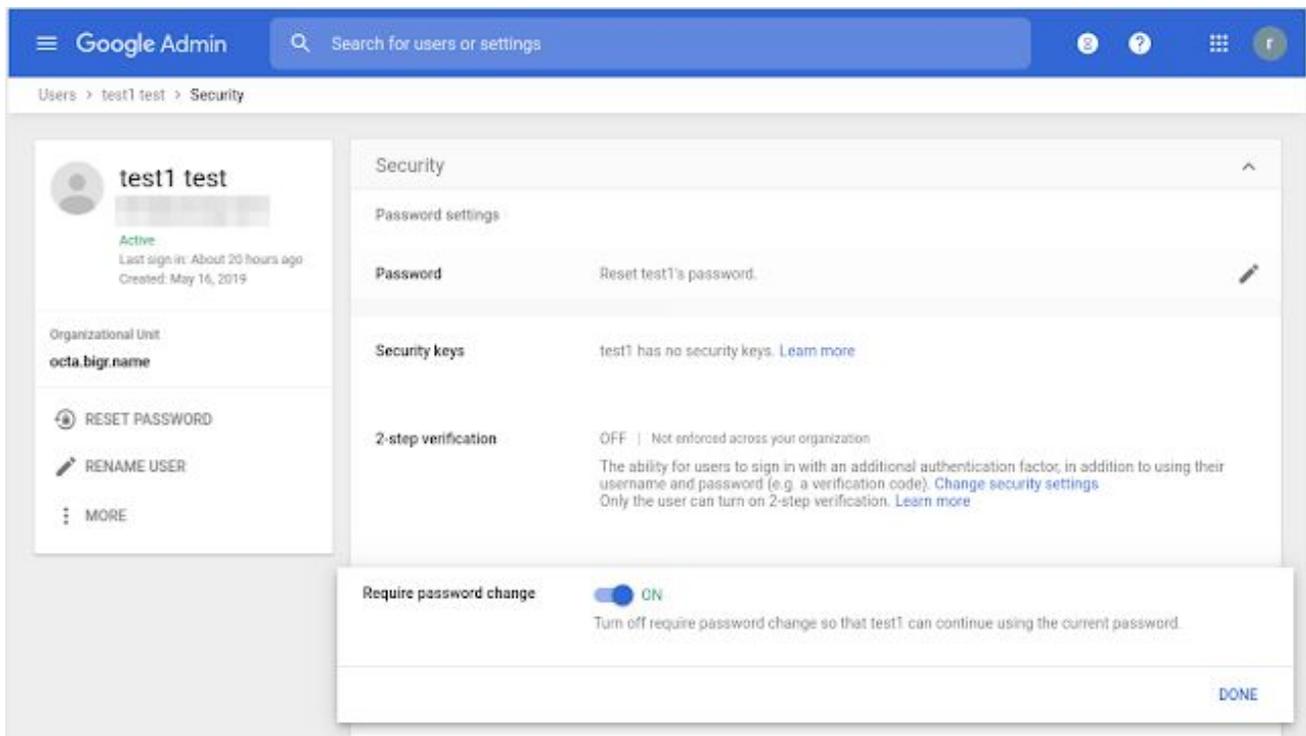
However, some G Suite admins in domains with a third-party IdP use a network mask to allow some of their users to log in using their G Suite or Cloud Identity credentials. In such deployments, there may be users who sign in using their G Suite credentials. For these users, admins may want to generate a temporary password and then have the user change it on the next login. This update will help admins of domains that use SSO and a network mask to do this.

## How to get started

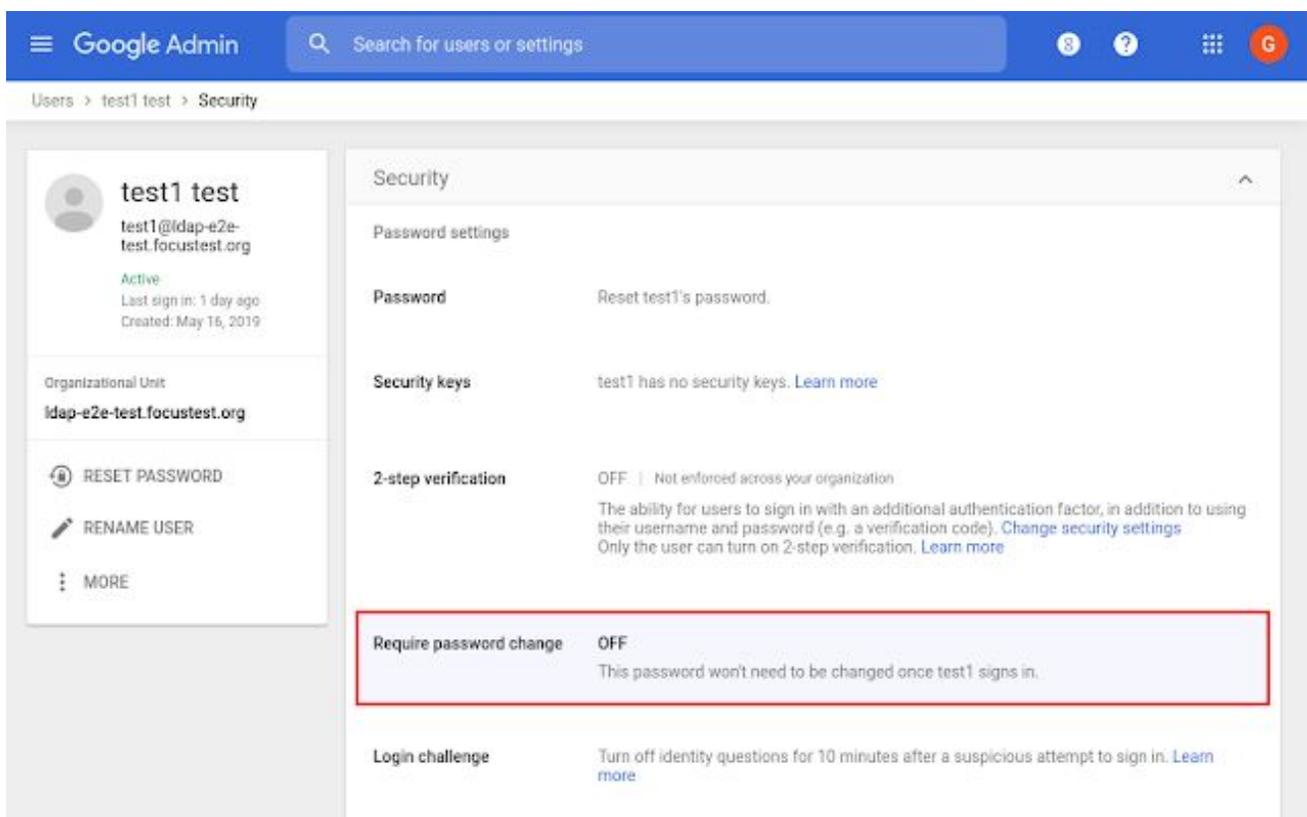
**Admins:** This update will only impact domains with a SAML IdP configured for SSO and a network mask. To check if you have a network mask, go to Admin console > Security > Network masks and see if there's information defined.



Admins at domains with SAML IdP configured for SSO and a network mask can turn on the setting in the Admin console ("Require password change") or via the Admin SDK ("[Do Force password change on Next Login](#)"). Once turned on, it will be enforced for that user's next login. See the sample screenshot below.



If your domain has SSO but does not have a network mask configured, then there will be no change. The required password change option will show as OFF and you won't be able to turn it on. See the sample screenshot below.



#### Helpful links

[Help Center: Set up single sign-on for managed Google Accounts using third-party Identity providers](#)  
[G Suite Admin SDK documentation for updating user details](#)

## Consolidated Google Groups audit logs now available in G Suite and GCP

Announced on May 23rd, 2019

Admin feature

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#### What's changing

Consolidated Google Groups audit logs are now available in the [G Suite AdminSDK Reports API](#) and [GCP Cloud Audit Logs](#). Specifically you'll notice:

Changes in the G Suite AdminSDK Reports API: We're introducing a new consolidated log named `groups_enterprise`, which includes changes to groups and group memberships across all products and APIs. These were previously split across the groups and admin audit logs.

Changes in GCP Cloud Audit Logging: We're adding Google Groups information to Cloud Audit Logs (CAL) in Stackdriver. See our Cloud Blog post for more details on [how this could help GCP customers](#). Note that this will not change visibility of these logs in the G Suite Admin console - it just adds them to Cloud Audit Logs (CAL) in Stackdriver as well.

#### Who's impacted

G Suite and GCP Admins only

#### Why you'd use it

These changes will help improve the security and usability of Groups as an IAM tool by streamlining administration, transparency, and access monitoring.

#### How to get started

##### Admins:

Changes in the G Suite AdminSDK Reports API: Get started with the [AdminSDK Reports API](#).  
Changes in GCP Cloud Audit Logging: This is an opt-in feature that can be enabled at G Suite *Admin console > Company profile > Legal & Compliance > Sharing options*.

**End users:** No action needed.

#### Additional details

##### Changes in the G Suite AdminSDK Reports API

Changes to groups have historically been logged in either the [groups](#) or [admin](#) audit logs. Changes made in the [Google Groups](#) product are logged in the groups log while changes made through admin tools like the Admin console, AdminSDK, and GCDS are logged in the admin log. As part of our efforts to streamline administration and increase transparency, we're introducing a new consolidated log named [groups\\_enterprise](#), which includes changes to groups and group memberships across all products and APIs. This new log is now available through the AdminSDK Reports API and will be available in the Admin console in the future.

##### Changes in GCP Cloud Audit Logging

Google Groups are the recommended way to grant access to GCP resources when using IAM policies. GCP customers have told us that having group audit logs available in Google Cloud Audit Logs would help streamline security and access monitoring. With that in mind, we're adding Google Groups information to Cloud Audit Logs (CAL) in Stackdriver. See our Cloud Blog post for more details on [how this can help GCP customers](#).

#### Helpful links

[Cloud Blog: Integrated Google Groups Audit Transparency from G Suite to GCP Cloud Audit Logs](#)  
[Get started with the G Suite AdminSDK Reports API](#)

## Gmail confidential mode launching on by default on June 25, 2019

Announced on May 29th, 2019

Share with your organization

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#### What's changing

Earlier this year, [we announced](#) the launch of [Gmail confidential mode](#) for G Suite in beta. On June 25, 2019, this feature will become generally available and your users will have the option to send emails with confidential mode.

At launch, confidential mode will be set to default ON for all domains with Gmail enabled, unless you choose to disable this feature (see instructions below).

#### Who's impacted

Admins and end users

#### Why you'd use it

Confidential mode provides built-in information rights management controls in your emails by allowing senders to create expiration dates and revoke previously sent messages. Because a sender can require additional authentication via text message to view an email, it's also possible to protect data even if a recipient's email account has been hijacked while the message is active. Additionally, with confidential mode, recipients don't have the option to forward, copy, print, or download their content or attachments.

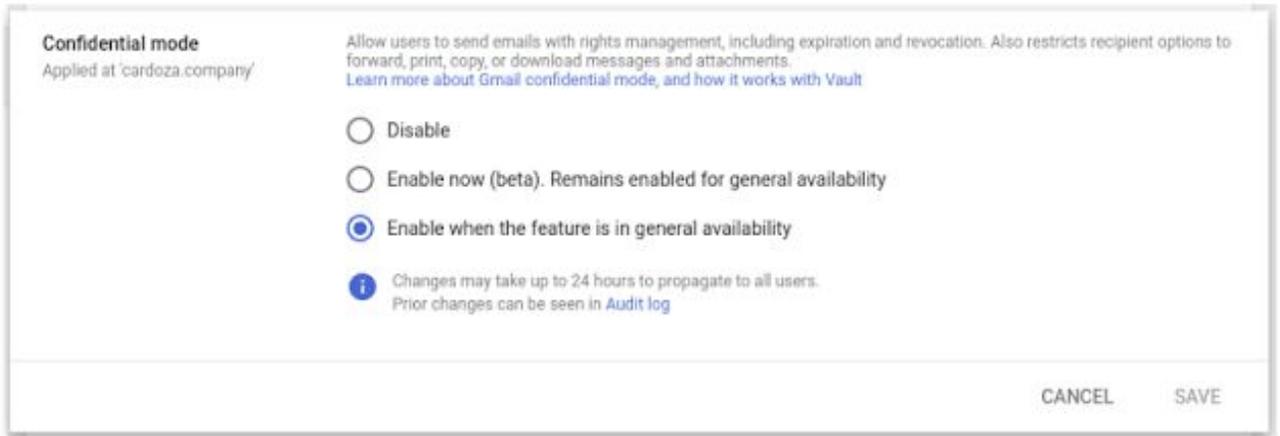
#### How to get started

**Admins:** As an administrator, you can determine whether your users can use confidential mode by navigating to *Apps > G Suite > Settings for Gmail > User settings* and selecting from the following options:

**Disable:** This option will prevent users in your domain from sending emails with confidential mode.

**Enable now (beta):** This option will enable confidential mode, which is currently in beta. The feature will remain enabled when it enters into general availability on June 25, 2019.

**Enable when the feature is in general availability:** This is the default option and will enable confidential mode when this feature becomes generally available on June 25, 2019.



The screenshot shows the 'Confidential mode' settings page. At the top left, it says 'Confidential mode' and 'Applied at 'cardoza.company''. To the right, there is a description: 'Allow users to send emails with rights management, including expiration and revocation. Also restricts recipient options to forward, print, copy, or download messages and attachments.' Below this is a link: 'Learn more about Gmail confidential mode, and how it works with Vault'. There are three radio button options: 'Disable', 'Enable now (beta). Remains enabled for general availability', and 'Enable when the feature is in general availability'. The third option is selected. Below the options is an information icon with the text: 'Changes may take up to 24 hours to propagate to all users. Prior changes can be seen in Audit log'. At the bottom right, there are 'CANCEL' and 'SAVE' buttons.

**End users:** Once Gmail confidential mode launches, you can follow the steps in this Help Center article to [send & open confidential emails](#).

#### Additional details

##### How Gmail confidential mode works with Vault and eDiscovery

When a user sends a confidential message, Gmail replaces the message body and attachments with a link. Only the subject and body containing the link are sent via SMTP. This means that if your users send or receive messages in Gmail confidential mode, Vault will retain, preserve, search and export confidential mode messages. The message body of received messages will be accessible in Vault only if the sender of the message is from within your organization.

#### Helpful links

[Help Center: Protect Gmail messages with confidential mode](#)

[Help Center: Send & open confidential emails](#)

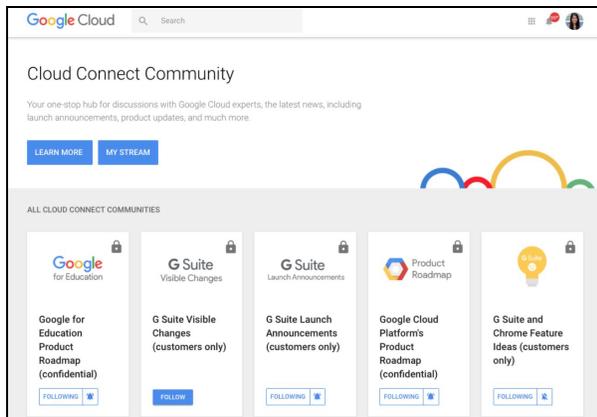
[Help Center: Vault and Gmail confidential mode](#)

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