Google Apps What's New



A recap of September 2014



Featured Launch: Google for Work

Google Enterprise is now Google for Work

- Watch the launch video
- Launch announcement
- Google for Work site



Work together

Improved publishing interface for Google Docs, Sheets, and Slides
Simplified sharing experience for Google Docs editors and Google Drive



Work anywhere

<u>Faster syncing, better uploads with the new Google Drive app on iOS</u>

<u>Multi-way video calls for Hangouts on Android and iOS without a G+ profile</u>

<u>Simpler, faster experience for the mobile web version of Google Drive</u>



Simple to use

Custom themes in Google Forms

Present to everyone in Hangouts video calls

<u>Automated lists, backspace to undo autocorrections in Google Docs editors</u>
<u>Better file navigation for all Google Drive pickers</u>

Support for third-party internationalized email addresses in Google Calendar Smarter 'Other calendars' list order in Google Calendar

More ways to build and share Google Forms

Google Sheets add-on for linear optimization



Business ready

More transparency for reporting data in Admin console and API Google Apps Marketplace: whitelisting apps, access for non-admins Increased security for iOS devices with iOS Sync for Google Apps Enhanced Google Apps Directory Sync v4.0.1

Manage Chrome policies on Android and iOS from Google Admin console
Custom user attributes, opening up access to all domain users in Admin SDK
Better search and more with the new Google Admin app on iOS



Learn more about Google Apps

The Apps Show on YouTube
What's New in Google Apps webinar video recordings

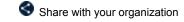
We'd really appreciate <u>your thoughts</u> on how we can make this newsletter work best for you.

-The Google Apps Team October 1, 2014

Featured Launch: Google for Work

Google Enterprise is now Google for Work

Released September 2, 2014





Watch the launch video

What's new: Ten years ago, we started bringing Google's consumer technology—along with the features, controls and services businesses need—to work. We first brought search and then Gmail to businesses.

Today we also offer the scale and reliability of Google's infrastructure to developers with Google Maps and Google Cloud Platform, and have extended into hardware with Android and Chromebooks. Along the way we've invested in what matters to our customers and partners—security, transparency, compliance and customer support. And our team, the breadth of our offerings, and our commitment to business customers have all increased substantially.

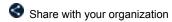
We never set out to create a traditional "enterprise" business—we wanted to create a new way of doing work. So the time has come for our name to catch up with our ambition. As of September 2, what was called Google Enterprise is now, simply, **Google for Work**.

When we use the tools that make our lives easier—<u>Google Apps</u>, <u>Maps</u>, <u>Search</u>, <u>Chrome</u>, <u>Android</u>, <u>Cloud Platform</u> and <u>more</u>—work gets better. And that's what we're working on—the best of Google, now for work.

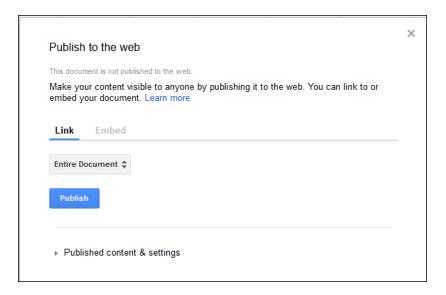
For more information, check out the <u>launch blog post</u> and the <u>Google for Work site</u>.

Improved publishing interface for Google Docs, Sheets, and Slides

Released September 2, 2014



What's new: We have launched a new publishing interface for Google Docs, Sheets, and Slides. The interface makes it easier for people to understand how document, spreadsheet, and presentation content can be published as a webpage or embedded in their own website(s). In the new Google Sheets, the new interface also provides the ability to publish specific sheets and charts without publishing the entire document.

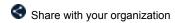


How it works: In Google Docs, Sheets, or Slides, from the File menu, select Publish to the Web and choose to link to or embed your content.

Check out the Help Center to learn more.

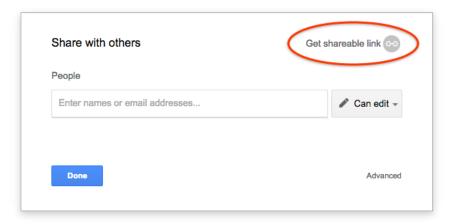
Simplified sharing experience for Google Docs editors and Google Drive

Released September 4, 2014



What's new: We have launched a new simplified sharing experience for the Google Docs editors and Google Drive, making it easier for people to find and copy the link for a file or folder to share with others.

How it works: To give access to your file to others, click the blue **Share** button (or select a file or folder in Drive and click the person icon), and you'll see a new **Get shareable link** button and grey icon in the upper right corner of the pop-up window:



With one click on **Get shareable link**, you'll see your file's link appear and that the icon turns from grey to green, meaning that the file is ready to be shared with view-only access:

Get shareable link

If you want anyone with the link to do more with your file, like leave comments and suggestions or make edits, just change "Can view" to "Can comment" or "Can edit" in the dropdown. And as always, if you only want certain people to be able to view, comment on, or edit your file, add their email addresses and we'll send them a link that only they can access.

Work anywhere

Faster syncing, better uploads with the new Google Drive app on iOS

Released September 3, 2014

Share with your organization

What's new: A new version of the Google Drive app for iOS is now available in the App Store, containing the following features:

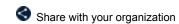
- Faster syncing
- New upload experience that shows progress and destination

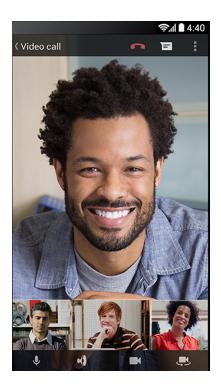




Multi-way video calls for Hangouts on Android and iOS without a G+ profile

Released September 10, 2014





What's new: People using the Hangouts apps on Android and iOS are now able to participate in multi-way video calls without a Google+ profile.

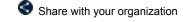
This launch completed the rollout of the new Hangouts experience <u>announced</u> for the web at the end of July.

How it works: Mobile Hangouts participants no longer need to ensure Google+ premium services are enabled, nor have a Google+ profile to take part in multi-way (or 1:1) video calls. Check out the <u>full list of features available</u> to those with and without a Google+ profile on mobile and the web.

See the <u>Help Center</u> and the <u>Google for Work blog announcement</u> to learn more. Get the Hangouts apps on <u>Google Play</u> and the <u>App Store</u>.

Simpler, faster experience for the mobile web version of Google Drive

Released September 25, 2014



What's new: We've simplified the UI for the mobile web version of Google Drive, making it easier for people to access their files more quickly.

How it works: People accessing the new mobile web version of Drive will be able to view, download and print their files. However, to optimize the feature experience, they will be directed to download the new Drive (Android | iOS) and Docs editor apps for document creation and editing.

Visit http://drive.google.com from your mobile browser to give it a try.

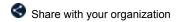
Check out the <u>Help Center</u> to learn more.

iPhone ◆ 4:40 PM iPhone ◆ 4:

Simple to use

Custom themes in Google Forms

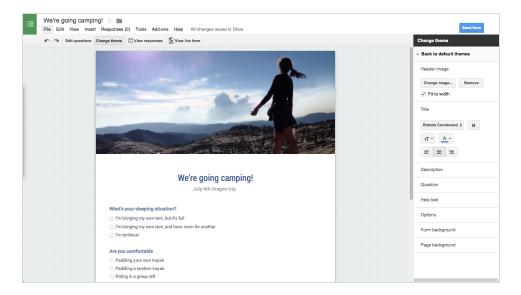
Released September 2, 2014



What's new: Applying themes to forms is a great way to personalize and tailor them to their intended audience. With this launch, people working with Google Forms will now be able to apply custom themes to their forms.

This includes adding custom images or logos to the header and page background, specifying the font details (type, size, color) and paragraph alignment for the form text, and choosing the color for the form and page backgrounds. We've also refreshed the overall Forms UI and added a brand new gallery of modern default themes.

In addition, if a form using a custom theme is shared within a domain, others can copy that theme in order to use it themselves. This helps to ensure a consistent look and feel across forms used in that domain.



How it works: To add a custom theme, just create a new <u>form</u> and click the "Change theme" button in the toolbar

From there, you can add your own photos or logos to the header, customize fonts and colors, pick a background, and more.

Check out the <u>Help Center</u> to learn more.

Present to everyone in Hangouts video calls

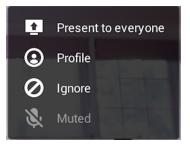
Released September 11, 2014



What's new: Any participant in a Hangouts video call can now select a participant to be shown to all other participants' views. This feature overrides the automatic speaker-driven switching for everyone in the call.

For example, if a participant is sharing a desktop view or showing something live, anyone can make that the default view for all, so there is no visual disruption to the meeting.

Anyone presenting in the same room using g.co/present/ will automatically join in "Present to everyone" mode if there are no other presenters.

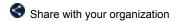


How it works: When in a Hangout, click the drop-down menu on the photo thumbnail of the person you want to have present, and select **Present to everyone**.

Check out the Help Center to learn more.

Automated lists, backspace to undo autocorrections in Google Docs editors

Released September 16, 2014



What's new: In Google Docs, Slides, and Drawings, we will now automatically turn on bulleted or numbered list mode when we detect that a person wants to make a list based on what was typed as the first visible character in a paragraph.

Automatically create lists!

How it works: For example, if a hyphen [-] or an asterisk [*] is typed as the first visible character, followed by the space bar, it would be automatically be turned into a bulleted list without the person having to press a shortcut or toolbar/menu button. Typing '1)' or 'a.' followed by the space bar would turn into a numbered list, as would other permutations like I., (A), etc.

The automated lists feature will be defaulted on, but users will be able to disable it in **Tools** -> **Preferences**.

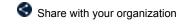
Coupled with this launch, pressing the backspace button immediately after any autocorrection, including automated lists, will undo it. For example, if a person types '(c)' and the autocorrect system converts it to the copyright symbol '©', pressing backspace immediately after it will revert it back to '(c)'.

For more information:

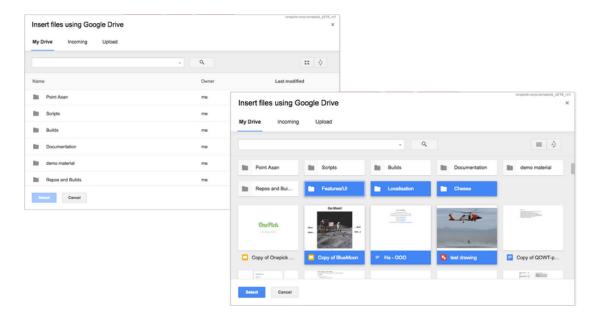
- Format bulleted and numbered lists
- Spell-check and automatic corrections

Better file navigation for all Google Drive pickers

Released September 17, 2014



What's new: We have launched a new UI for all Google Drive pickers—the interface that allows people to select and insert content stored in Google Drive. The UI makes it simpler and easier to find and insert your desired files with multi-selection of Drive items, list view with owner and date header sorting and grid view which surfaces your folders first.



How it works: The file picker can be seen when you insert from Drive in Gmail as well as when you open files or insert images into Google Docs, Sheets, and Slides.

Check out the <u>announcement</u> on the Google Drive G+ page

Support for third-party internationalized email addresses in Google Calendar

Released September 18, 2014

Share with your organization

What's new: As <u>announced in August</u> for Gmail, we launched support for internationalized email addresses in Google Calendar.

How it works: This will allow people to use email addresses that contain accented or non-Latin characters to invite guests and share calendars, and perform any other action where email addresses are used by Calendar. 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.

<u>Read more</u> about Google's push for email internationalization.

Smarter 'Other calendars' list order in Google Calendar

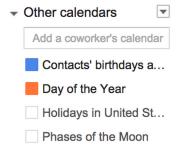
Released September 25, 2014

Share with your organization

What's new: To more easily make visible or hide calendars from the 'Other calendars' section in Google Calendar, we've made a change to its list order behavior.

How it works: Calendars selected for viewing will now move up to the top of the list in alpha order, leaving the remaining unchecked calendars below in alpha order.

Check out the <u>Help Center</u> for more information



More ways to build and share Google Forms

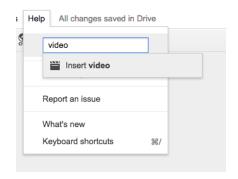
Released September 29, 2014

Share with your organization

What's new: We launched several new features in Google Forms, making them easier to build and share:

Find what you're looking for

• Search the menus: Quickly access nearly all features in Forms without having to dig through menus. To use this feature, press Alt + / or look under the **Help** menu

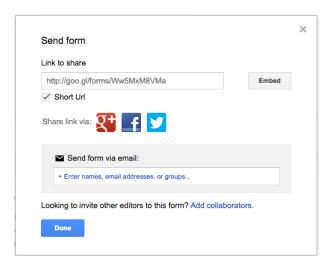


New ways to manage your questions

- Shuffle questions: Randomize the order of questions on quizzes or surveys
- Allow one response per person: Ensure that a person only responds to your form once
- <u>Validate information for grid questions</u>: Limit people to one response per column for grid-style questions using the new option under **Advanced settings** in the **Edit questions** view

Get the word out with shorter URLs

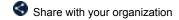
Shorten URLs to your forms: Make it easier for people to get to your form



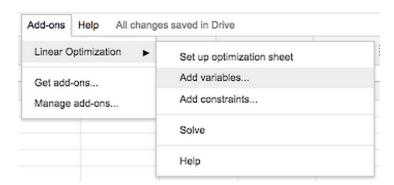
Check out the <u>Google Drive blog post</u> announcing these features, and learn more about all the ways you can use Google Forms at <u>google.com/forms/about</u>

Google Sheets add-on for linear optimization

Released September 30, 2014



What's new: Got a problem that can be described with linear inequalities? Whether you're working to optimize distribution networks or delivery routes, or simply getting the best staff schedules and optimizing your finances, the <u>Google Sheets add-on for linear optimization</u> can now help you do the math.

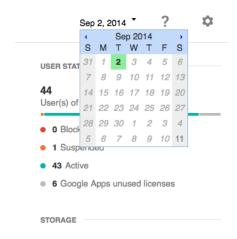


How it works: Get the add-on from the Sheets add-on store, place your variables and constraints in Google Sheet cells, and Google servers will compute a solution with the click of a button.

This add-on is one of many available. Remember to check out the complete store for <u>Docs</u> and <u>Sheets</u> often—more useful tools are being added each week.

More transparency for reporting data in Admin console and API

Released September 9, 2014



What's new: We have introduced a date picker at the top right of the Reports section in the Admin console to provide additional transparency into any reporting delays and unblock partial data feeds in the event some data is unavailable.

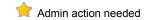
How it works: The latest date for which all data points are present (usually 2 days prior to the current day) has a green background. When this date gets delayed beyond the standard 2 days delay, admins can choose a later date to access data which is not delayed and is available at the selected date.

On the API side, the API will return data for the latest available report date and admins will be able to select older dates when data gets delayed. The API will also return a warning if some of the data is missing.

Check out the Help Center to learn more.

Google Apps Marketplace: whitelisting apps, access for non-admins

Released September 17, 2014



What's new: The Google Apps Marketplace has a wide-variety of options, no matter your taste, including Smartsheet for online project management, Freshbooks for accounting, Zoho for customer support, GQueues for to-do lists and more.

This launch gives the ability for Google Apps admins to open up the Google Apps Marketplace (GAM) to people from their organization to directly find and use 3rd party applications that integrate with Google Apps.

How it works for admins: Admins can <u>choose</u> to allow the installation of any GAM apps, or they can choose to customize and whitelist which apps are made available to their domains. Admins can also turn the feature off altogether if they so choose.

How it works for employees: To find and add third-party apps for Google Apps, click the app launcher icon, click **More**, and click **More from Apps Marketplace**.

Read the <u>full announcement</u> on the Google for Work blog and check out the <u>Help Center</u> to learn more.



Increased security for iOS devices with iOS Sync for Google Apps

Released September 17, 2014

What's new: We introduced a new iOS Mobile Device Management (MDM) solution known as iOS Sync for Google Apps, which integrates Google mobile apps with native iOS device management. Users of Gmail, Drive, Docs, Sheets, and Slides on their iPhones and iPads receive all the benefits of Google Apps on iOS, and organizations maintain the security they need.

The advantages of iOS Sync for users and administrators include:

- Manage Google Apps: Set a policy that prompts employees to enroll their device when they log into Google Apps such as Google Drive and Gmail.
- Configure WiFi networks: Distribute WiFi passwords and certificates to employees so they can easily connect to trusted networks.
- Support for existing policies: Manage password requirements, data encryption and camera policies, as well as actions like remotely wiping a device, activation approvals and blocking devices.

In addition, customers who are using our existing Google Sync MDM solution now have the option to disable ActiveSync while continuing to manage iOS devices in their organization.



How it works: iOS Sync (which works with iOS 7 and iOS 8, and the new iPhone 6 and 6+) is now available for Google Apps for Work, Google Apps for Education and Google Apps for Government. Admins should access the **Device management** function in the Admin console to establish an Apple push notification certificate and begin enabling these new functions.

Check out the official announcement on the Google for Work blog and the Help Center to learn more.

Enhanced Google Apps Directory Sync v4.0.1

Released September 23, 2014

What's new: We launched Google Apps Directory Sync (GADS) v4.0.1 with a number of new features and bug fixes.

How it works: See the Help Center for <u>more info</u> and <u>release notes</u>.

Note: GADS now uses the <u>Directory API</u> instead of the deprecated <u>Provisioning</u> and <u>Profiles Data</u> APIs. We strongly recommend switching to the latest version of GADS. Old GADS versions will stop working once the Provisioning and Profiles Data APIs are discontinued on April 20, 2015.

Manage Chrome policies on Android and iOS from Google Admin console

Released September 23, 2014



What's new: Since April 2013, admins have had the capability to set 100+ Chrome policies for users on Chrome Devices, Windows, Mac, and Linux when they sign-in to Chrome with their Google Apps account.

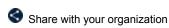
This launch provides an early preview of applying some of these same policies to Chrome on Android and iOS as well.

How it works: As an example, you can set bookmarks through the <u>Managed Bookmarks</u> setting on Google Admin console and it gets pushed to Chrome on all 6 platforms, including mobile. Similarly, you can set the <u>Proxy</u> policy or the <u>Password Manager</u> policy once and it will apply on Chrome on all 6 platforms.

See the Help Center for more information on how to turn on this early preview feature.

Custom user attributes, opening up access to all domain users in Admin SDK

Released September 23, 2014



What's new: The <u>Admin SDK</u> provides a comprehensive directory experience for Google for Work customers to help them meet specific business needs around data storage for customers. Here are some important updates to the SDK:



Custom attributes in the user's profile

Now available is a new feature in the Directory API which allows you to add custom attributes for your users. For instance, you could store the projects your users work on, their desk number, job level, hiring date—whatever makes sense for your business.

Once the custom attributes for your domain have been <u>defined</u>, they behave just like regular fields in the user profile. You can <u>get</u> and <u>set</u> them for your users and also perform <u>searches on custom fields</u> (e.g. "all employees that work on the shinyNewApp in Hyderabad").

Custom attributes can be of different data types; they can be single- or multi-valued. You can configure whether they are "public," i.e. visible to everyone on the domain, or "private," i.e. visible only to admins and the users themselves.

Read access to all domain users

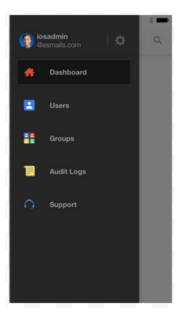
Historically, only admins have been able to access the data in the Admin SDK. With this launch, employees (not just admins) will now be able to call the <u>Directory API</u> to read the profile of any person on the domain (of course, we will respect ACLing settings and profile sharing settings).

Use cases: We hope that you will be able to use this new feature to build business applications (e.g. corporate yellow pages, expense approval, vacation management, workflow applications, etc.) that can be used by everyone in your organization.

Learn more about the Admin SDK and the Directory API.

Better search and more with the new Google Admin app on iOS

Released September 30, 2014



What's new: A new version of the Google Admin app for iOS is now available in the App Store. This latest release (v1.1.0) contains the following features:

- Instant search for finding users
- Unifying the search fields for first name and last name for ease of use
- Ability to switch between multiple accounts quickly
- Conforming the UX to iOS 7 guidelines
- Adding a settings page with settings like remember password, etc
- Accessibility fixes

How it works: The app lets admins manage their Google for Work products on the go (add and manage users and groups, contact support, and view audit logs for your organization) with their iPads and iPhones.

Get the Google Admin app in the App Store.

Learn more about Google Apps

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

Share with your organization

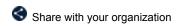
What's new: In September, *The Apps Show* covered a whole bunch of useful features in Hangouts. Debbie and John offered pro tips to run Hangouts on Air, demonstrated the Eject button, /ponies and more.

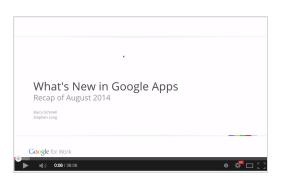
To know: The audience loves *The Apps Show*. Engaging comments and Google+ shares keep flowing in. Season One has now clocked nearly 100,000 views. The team is preparing Season Two to launch on Oct 8.



Bookmark The Apps Show playlist on YouTube

What's New in Google Apps webinar video recordings





What's new: We've changed the format of our popular What's New in Google Apps webinar series from scheduled live sessions to video recordings hosted on YouTube, so you can watch and share them whenever you want.

How it works: The What's New webinars provide a recap of all of the features we've released in the past month (think of it as a video version of this newsletter).

The <u>recap of August launches</u> is currently posted and the September recap will be posted in the second week of October. Moving forward, you can access all video recordings in the <u>archive</u> on the *What's New* site.

Bookmark the webinar archive page and check back each month for new recordings.

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