



**Your email and office suite shouldn't cost an arm and a leg.  
Looking for a Google Workspace Standard alternative?**

Try our secure email solution, with the online office suite that doesn't hurt your budget!

Check out our feature comparison table with [Google Workspace Standard](#)

Details/Plans	Google Workspace Standard	Workplace Professional
Pricing billed annually (USD)	\$12/user/month	\$6/user/month
<b>Storage</b>	Email, document, photo storage/ user- 2TB	Email storage - 100 GB/ user Workdrive storage- 1TB team storage+ 100 GB/ new user after 10 users
Option to purchase additional storage as add-on	✓	✓
<b>User limit and Support</b>		
Number of users	1-300	Unlimited
99.9% uptime guarantee	✓	✓
24/7 phone support	✓	✓
<b>Dashboard Interface</b>		
Unified view of all apps for simplified navigation (Avoid multiple tabs)	✗	✓



Details/Plans	Google Workspace Standard	Workplace Professional
View latest activity in the dashboard	✘	✔
Notifications	✘	✔
<b>Email and Calendar</b>		
Webmail	✔	✔
Attachment limit	Up to 25 MB	Up to 1 GB
Email aliases and groups	✔	✔
Scheduling and reminders	✔	✔
Email recall	✘	✔
Undo send	✔	✔
Custom domain	✔	✔
Email sharing and commenting	✘	✔
Delegate emails	✔	✔



Details/Plans	Google Workspace Standard	Workplace Professional
Group mailboxes	✓	✓
Out-of-office replies	✓	✓
POP and IMAP	✓	✓
ActiveSync	✓	✓
In-house translation engine	✓	✓
Attachment viewer	✓	✓
Group Calendars	✓	✓
Calendar Sync	✓	✓
Resource Booking	✓	✓
Native app for iOS and Android	✓	✓
Native Admin control app for iOS and Android	✓	✓



Details/Plans	Google Workspace Standard	Workplace Professional
<b>In-built notes</b>		
Attachments in notes	✗	✓
Checklist	✗	✓
Make sticky notes	✗	✓
Reminders	✗	✓
Chat about a note	✗	✓
Add an email as note	✗	✓
<b>In-built task management</b>		
Add an email as task	✓	✓
Assign Tasks	✓	✓
Send overdue notification	✗	✓
Track task progress with 'Timeline' view	✗	✓



Details/Plans	Google Workspace Standard	Workplace Professional
<b>Online Office Applications</b>		
Word Processor	✓	✓
Spreadsheet	✓	✓
Presentation tool	✓	✓
Real-time co-authoring	✓	✓
Advanced Collaboration features	✓	✓
Mail merge	✓	✓
Word processor offline	✓	✓
External sharing	✓	✓
Spreadsheet Data cleaning	✓	✓
VBA and Macro Scripting	✓	✓
Broadcast presentation	✗	✓



Details/Plans	Google Workspace Standard	Workplace Professional
Create custom path animations	✘	✔
<b>Business chat</b>		
Instant Messaging	✔	✔
Audio and Video calls	✔	✔
Public and private channels	✔	✔
Screen sharing	✔	✔
Remote work module	✘	✔
Chatbots	✔	✔
Share docs, sheets, slides	✔	✔
<b>Meetings</b>		
Maximum number of participants per meeting	150	100
Video conferencing	✔	✔



Details/Plans	Google Workspace Standard	Workplace Professional
Virtual backgrounds	✓	✗
Meeting recording	✓	Each host gets a cloud storage for upto 10 meeting recordings
<b>File management</b>		
External sharing	✓	✓
File preview	✓	✓
Roles and permissions	✓	✓
Version history	✓	✓
Activity Notifications	✓	✓
Unread Notifications tab	✗	✓
<b>Social Intranet</b>		
Files and Libraries	✗	✓
Feed, announcements, news	✓	✓



Details/Plans	Google Workspace Standard	Workplace Professional
Forums and Townhalls	✓	✓
External access	✓	✓
<b>Forms</b>	✓	Add- on
<b>Website builder</b>	✓	Add- on
<b>Note taking service</b>	✓	Free add- on
<b>Advanced Threat Protection</b>		
Malware detection	✓	✓
Anti-spam and anti-phishing	✓	✓
Real-time Spam reports	✓	✓
Customizable spam control settings	✓	✓
<b>Email Security</b>		
TLS Encryption	✓	✓





Details/Plans	Google Workspace Standard	Workplace Professional
S/MIME encryption	✗	✓
Archival	✗	✓
e-discovery	✗	✓
Email recovery after 25 days of permanent deletion	✗	✓
Email Retention	✗	✓
<b>Security and Compliance</b>		
End-to-end encryption and EAR	✓	✓
IP restrictions and suspicious login alerts	✓	✓
Set password policy	✓	✓
Session Length	✗	Zoho Directory Integration
SAML based SSO integration	✓	✓
Multi-factor Authentication	✓	✓



Details/Plans	Google Workspace Standard	Workplace Professional
ISO 27001	✓	✓
ISO 27017	✓	✓
ISO 27018	✓	✓
SOC 2 Type II	✓	✓
SOC 3*	✓	✗
GDPR	✓	✓
CCPA	✓	✓
FedRAMP	✓	✗
<b>Security Reports and analysis tool</b>		
Dashboard	✗	✓
<b>In-house Integrations</b>		
CRM Software solution	✗	Zoho CRM



Details/Plans	Google Workspace Standard	Workplace Professional
Help desk solution	✘	Zoho Desk
Digital signing service	✘	Zoho Sign
Remote support and access software	Google chrome remote desktop	Zoho Assist
Online expense and reporting	✘	Zoho Expense
Password Managing software	Google Password Manager	Zoho Vault
Inventory management software	✘	Zoho Inventory
Recurring billing and subscription management app	✘	Zoho Subscriptions
Recruitment software	✘	Zoho Recruit
Billing and invoice software	✘	Zoho Invoice
Project Management software	✘	Zoho Projects
Agile planning and tracking tool	✘	Zoho Sprints



Details/Plans	Google Workspace Standard	Workplace Professional
Accounting software	✘	Zoho Books

\*SOC 3 is a published version of SOC II. Zoho can provide SOC II report upon signing NDA.

**Reimagine your business with Zoho Workplace!**

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