

# What is G Suite?

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## Learn about G Suite - a set of products for business

1. What is G Suite?
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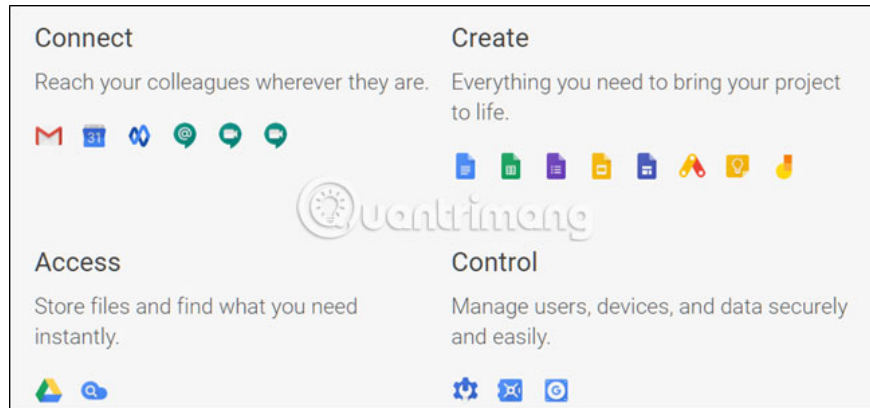
## What is G Suite?

Designed for your workplace.

- Email @yourcompany.com**  
Send professional email from your business web address (you@yourcompany.com) and create group mailing lists like sales@yourcompany.com.
- All the storage you need**  
G Suite's Basic edition includes 30GB of online storage per user. For unlimited storage, upgrade to the Business or Enterprise edition.
- 24/7 live support**  
Call or email Google support to get help from a live person whenever you need it. You can also find fast answers online in our help center.
- Advanced admin controls**  
Add and remove users, set up groups, and add security options like 2-step verification and single-sign-on (SSO), all from one centralized admin console.
- Mobile device management**  
Keep your company data secure with device management that allows you to easily locate devices, require passwords, and erase data if needed.
- Easy data migration**  
Use our migration tools and services to move your organization's important data to G Suite from your current storage solutions.

The G Suite, formerly known as Google Apps for Work, is a Software as a Service (SaaS - Software as a service), which shares all of the cloud-based collaboration and productivity tools developed by Google for businesses, research institutes and non-profit organizations. Includes all subscriptions you have access to custom Gmail addresses, Docs, Sheets, Slides, Calendar, Drive, etc.

## What is the difference between G Suite and other free Google applications?



It seems that many similar Google applications are available for free, but there are a few key features that make G Suite seamlessly integrate with your company.

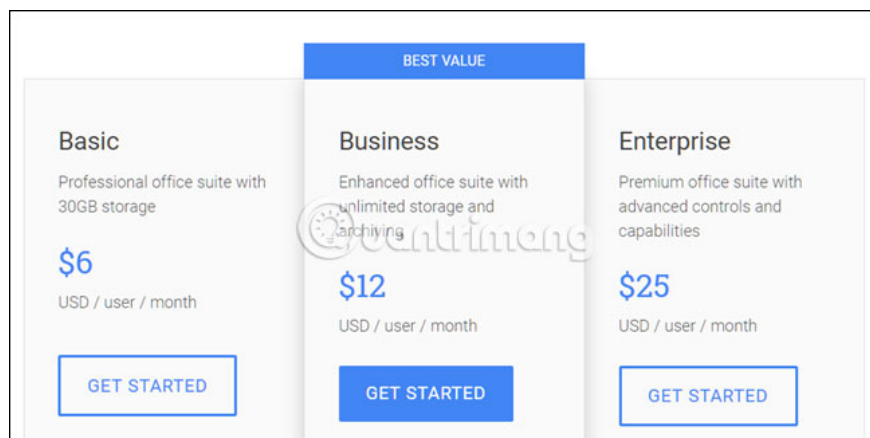
Although most of these products are free for everyone, G Suite adds enterprise-level features to its subscribers. Some of these features include a shared calendar application, unlimited cloud storage (optional), advanced admin control features, such as adding and deleting users, two-step verification, and a simple data migration tool to transfer all valuable corporate data to G Suite. In addition, G Suite comes with mobile device management feature, which allows you to activate or deactivate mobile devices, control which applications are turned on and remotely deleted if employees use their device company with a bad purpose.

In addition to all the features available, the G Suite also has a custom email address for the domain. So, unlike a regular Google account, use '@ gmail.com', once you register for G Suite, every user's email will contain your domain and be in the form of 'name\_user@domain\_c's\_your.com.'

**Note :** You must own and verify the domain you registered to use it with the G Suite.

Don't worry if you used Outlook, Yahoo or any other email exchange server. With G Suite, you can use the data migration tool to transfer all your email, calendar and contacts or directly enter everything easily.

## How much is the G Suite?



Prior to December 6, 2012, Google provided a free standard G Suite with some limited functionality, to anyone who registered the domain before the deadline. Now, the price of the G Suite depends on the number of users in the company who will use the service, with more features and storage capacity than the previous version.

There are 3 versions for small and large businesses:

1. **Basic:** 30GB of storage available on Drive and Gmail for each user. This package includes all Google productivity apps, except Cloud Search (the ability to search across company content in G Suite), App Maker (build custom applications for businesses) and Vault (store data and eDiscovery for G Suite). The cost for Basic package is \$ 6 (128,000 VND) / user / month.
2. **Business:** It's basically the same as Basic but has unlimited storage for all users and includes Vault, Cloud Search and application development features. The cost of Business package is \$ 12 (VND 278,000) / user / month.
3. **Enterprise:** This package has all the same features as the Business package, but adds admin control and advanced security capabilities, eDiscovery and prevents data loss. The Enterprise package costs \$ 25 (VND 579,000) / user / month.

If you manage an educational institution or are responsible for its IT-related decision making, you can use G Suite Education for teachers and students. G Suite Education has two versions:

	G Suite for Education	G Suite Basic
Cost	Free	Fee per user
Google Sites	100 GB	10 GB plus 500 MB per number of paid users
Storage for Google Drive, Gmail, and Google Photos	Unlimited	30 GB
Google Vault	Free	\$5 add-on fee per user, or included with an upgrade to G Suite Business or G Suite Enterprise

1. **G Suite for Education** : Contains all productivity tools like G Suite Basic but with additional storage for Sites, Drive, Gmail and free access to Google Vault. G Suite for Education is and will always be free.
2. **G Suite Enterprise for Education** : Provides additional capabilities designed for large organizations, with many enterprise-level extras. G Suite Enterprise for Education includes advanced control, analysis and search, as well as enterprise-level communication tools. The cost for G Suite Enterprise for Education package is \$ 4 (VND 92,000) / user / month for teachers, employees and \$ 4 / user / month for students.

For organizations that purchase licenses for all faculty and staff in 2018 or 2019, G Suite will apply a very large discount price.

1. \$ 2 (VND 46,000) / user / month for faculty and staff
2. Free for eligible students

**Note** : This preferential price is only applicable for customers who buy products in 2018 or 2019. The extension is encouraged for a period of 3 years from the date the original contract was signed, as long as it is still available. Terms of the offer.

Finally, if you manage a non-profit organization, Google offers another free version for eligible non-profit organizations, with the same functionality and features as the Basic and Near G Suite versions. same as G Suite for Education.

	G Suite for Education	G Suite for Nonprofits
Eligibility	K-12 or higher nonprofit educational institution, accredited by an accepted accreditation body	501(c)3 or international equivalent
Cost	Free (includes Classroom)	Free (includes Classroom)
Google Drive	Free, unlimited storage	<ul style="list-style-type: none"> <li>Unavailable to administrators</li> <li>Users can purchase at full price with Google Pay</li> </ul>
Google Vault	Free, unlimited storage	\$5 add-on fee per user per year (minimum 100 licenses)
Availability	Worldwide	Only in certain countries

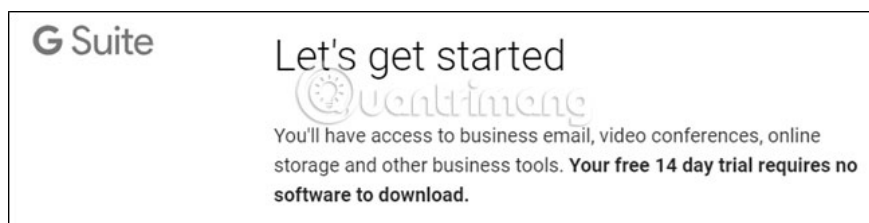
**Note :** You will need a Google account for a non-profit organization and verify that you own the non-profit domain you used to register.

## How to start using G Suite?

As mentioned before, there are many different G Suite versions to choose from. For each version, users will be provided with slightly different features, depending on the selected version.

To start using the G Suite, decide what you will use this toolkit for and choose one of the many options that best suits your company.

Google offers a trial version of G Suite for 14 days for anyone who signs up for the first time, to see if this set of tools is suitable for all needs.



All you have to do is go through the standard registration process, which requires you to enter your credit card information, activate your account, then verify the domain. Then, before the trial period ends, if you no longer want to use the G Suite, just cancel the membership. By default, a free 14-day trial is enabled for all new accounts.

If you like the G Suite and want to continue using it, don't do anything. Credit card will automatically be charged, depending on the version of G Suite you selected.

Wish you find the right choice!

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