

MS Office vs. Google Office Suite

Feature	MS Office	Google Office Suite
Text Formatting	Offers advanced formatting tools with a wide variety of fonts, styles, and layout options; very powerful for professional documents.	Provides essential formatting tools, but comparatively fewer advanced options than MS Office. Simpler and more streamlined.
Table Creation	Very robust; allows complex tables with advanced design, formulas, and customization.	Supports basic table creation and formatting but limited in advanced customization and formulas.
Real-Time Collaboration	Limited (requires SharePoint/OneDrive setup for simultaneous editing). Collaboration is improving in newer versions like Office 365.	Strong built-in real-time collaboration. Multiple users can edit documents simultaneously with instant updates.
Saving/Exporting Files	Can save in multiple formats (DOCX, PDF, XLSX, PPTX, etc.); strong offline file management.	Primarily saves in Google formats but allows export to MS Office formats and PDF. Integration with Google Drive is seamless.
Offline Availability	Fully functional offline (desktop apps). Cloud-based Office 365 also supports offline syncing.	Requires enabling offline mode in Google Drive; limited offline functionality compared to MS Office.
Macro/ Automation Support	Strong macro support with VBA (Visual Basic for Applications) for automation and customization.	Limited automation with Google Apps Script; not as powerful or widely used as VBA.