

MS Office Vs Google Workspace

Features	MS Office	Google Office Suite
1. Text Formatting	Very advanced; rich styles, fonts, layout controls.	Good, covers basics: Fewer advanced typography
2. Table creation	Powerful table design, nested tables, formulas, styles, formatting tools.	Basic tables; limited formatting and design options.
3. Real-time collaboration	Limited (requires OneDrive/SharePoint); not as seamless.	Excellent; multiple users edit in real-time with live cursors and comments
4. Saving/exporting formats	Supports wide range (DOCX, PDF, XLSX, PPTX, ODT, etc.); very flexible. Fully functional offline apps (Word, Excel, PowerPoint).	Limited; mostly Google formats + PDF, DOCX, XLSX, PPTX exp
5. Offline availability	Fully functional offline apps (Word, Excel, PowerPoint).	Limited; needs setup for offline, works mostly in Chrome.
6. Macro/automation support	Strong VBA (Visual Basic for Applications) support for automation	No native macros; relies on Google Apps Script (limited compared to VBA).