**XCMP-1560-Computing Foundations & Fundamentals of Data Analysis and Business Intelligence**

**Task # 3**

**Section 1:**

**Note: Use “Comment” to correct the wrong spellings in the below text. You can take help from Spell checker available in.**

Gogle Wokrspaec

Google Workspace (formerly known as Google Apps and later G Suite) is a collectin of cloud compting, productvity and colaboration tools, softwre and products developed and marketed by Google. It consists of Gmail, Contacts, Calendar, Meet and Chat for communication; Currents for employee enggement; Drive for storage; and the Google Docs Editors suite for content creation. An Admin Panel is provided for manging users and services.[2][3] Depending on edition Google Workspace may also include the digital interactive whitboard Jamboard and an option to purchase add-ons such as the telephony service Voice. The education edition adds a learning platform Google Classroom and today has the name Workspace for Education.[4]

While most of these services are individually available at no cost to consumers who use their free Google (Gmail) accounts, Google Workspace adds enterprse features such as custom email addresses at a domain (e.g. @yourcompany.com), an option for unlimited Drive storage, aditional administrative tools and advanced settings, as well as 24/7 phone and email suport.

**Section 2:**

**Note: Check the revision history of this document and write below the following:**

1. When was this file created?
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**References:**

[1]. https://en.wikipedia.org/wiki/Google\_Workspace