What's New

G Suite

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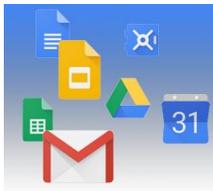### Featured launch:

Spelling and grammar improvements in Docs for Enterprise

Work together

Manage workflows and automate processes with the new Google Docs API

Simple to use

Google Drive and Google Docs available in Burmese and Welsh
Additional Thai fonts available in Docs, Sheets, and Slides
Easily take action in Gmail with new right-click context menu options
Easily enter building locations into the Admin console
Intelligent Search in Google Drive Available for All G Suite Editions
G Suite quick access side panel in Drive
Accessibility settings are now easier to discover in Docs, Sheets, and Slides
Insert a Table of Contents in Google Sites
Updated UI for Jamboard web home page

Business ready

Refresh BigQuery data in Sheets using Apps Script and Macros
Change to per-conversation settings in classic Hangouts on Android
Easily copy your Gmail holds to Hangouts Chat in Google Vault
Whitelist trusted apps for your domain to ensure apps work properly
Changes to Google Groups settings starting May 6, 2019
Manage and distribute Android apps when using basic mobile management
Automatically provision users with three additional apps
Control access to corporate data on Chrome, Mac, and Windows devices with endpoint verification

Learn more about G Suite

Cloud Connect: The community for G Suite administrators
Follow G Suite on Social
What's New for G Suite Admins videos

To help you better track the full breadth of G Suite launches, including those that aren't announced on the G Suite Updates blog, check out the What's new in G Suite page in the Help Center.

We'd really appreciate your thoughts on how we can make this resource work best for you.

- The G Suite Team, March 4, 2019
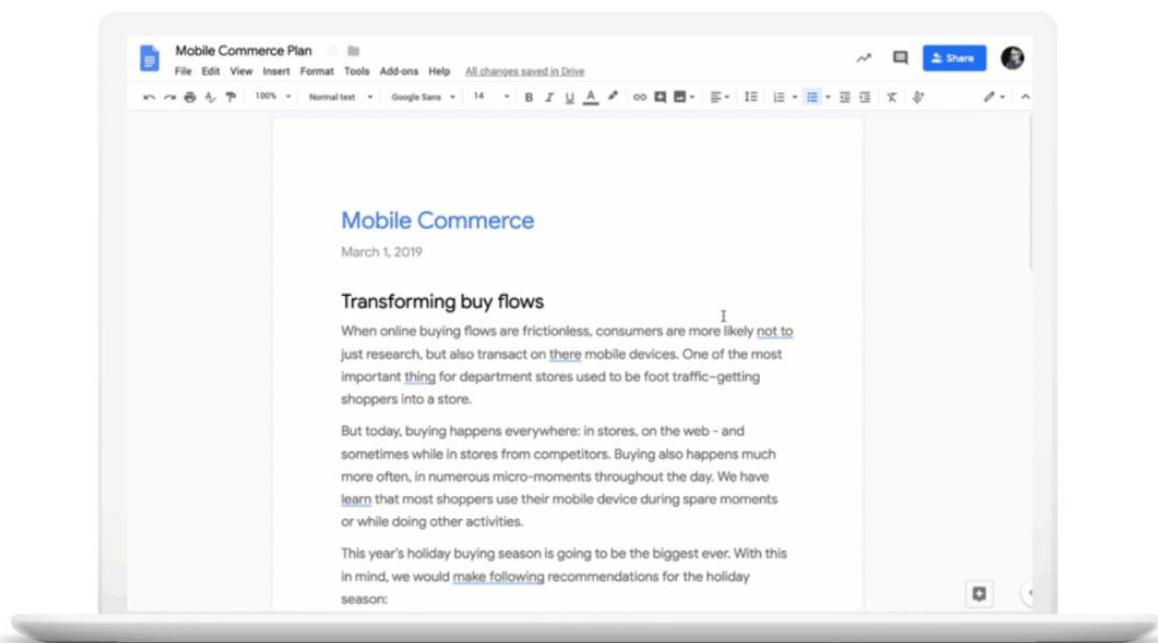
Featured launch: Spelling and grammar improvements in Docs

Quick launch summary
Earlier this year we introduced a beta for new grammar suggestions in Google Docs. Now we're making this feature available for G Suite Basic, Business, and Enterprise users*.

The new features enhance existing spell check functions and highlight possible grammatical errors in your text. We're also introducing a revamped interface for reviewing spelling and grammar suggestions which makes it faster and easier to spot and correct errors in your text.

Some improvements you'll see are:

- **Grammar**
  - Possible grammar corrections will be underlined in blue. To see a suggested correction or dismiss the alert, simply right-click.
  - You will also see possible grammar errors when running a spelling and grammar check through the Tools menu.
- **New language review interface**
  - You can easily review all language suggestions for your document with the updated spelling and grammar check tool. Access it through the "Tools" menu or right-click on a suggestion and select "Review more suggestions" — you'll see each suggestion and actions to correct any errors.

To learn more about how we're using machine learning to recognize errors and suggest corrections to improve your writing, see here.

While this feature is not yet generally available for G Suite Education and G Suite Enterprise for Education customers, they can continue to apply for the beta of this feature.

Work together

Manage workflows and automate processes with the new Google Docs API

Announced on February 11th, 2019   Share with your organization   - back to top -

What's changing
With the new Docs API, there are more ways to build services that better support your business and improve your workflows. For documents that require consistency, collaboration, and accuracy — like invoices, proposals, contracts, and reports — the API will help automate common word processing tasks with the real-time editing and collaboration of Docs.

Who's impacted
Developers

Why you'd use it
Some ways you could use this API include:
- **Create documents automatically**
  - Use the Docs API to automate document creation, like creating all of the blank invoices you need for a particular quarter with a single click. Documents that require a template, like legal documents or contracts, can be automated based on user input and monitored with the API as well.
- **Manage workflows**
  - Use the Docs API to add user or system-provided data to a document at various stages of a process. Programmatic edits to the same document over time, or to multiple documents at once, can simplify your workflows.
- **Sync with your content management systems**
  - From internal wikis to blog content, you can import and export document details seamlessly between Google Docs your employees are editing and your content management systems. For example, publishing platforms can now allow their customers to compose and collaborate in Docs to drive content to their sites.

How to get started
For more information and how to get started, see the Docs API developer site.

Additional details
See our post on the Cloud Blog for more details and examples of how G Suite customers are using the API.

The Docs API rounds out a complete set of APIs across all G Suite editor applications along with the Sheets API and the Slides API.

Helpful links
- Learn more about the Docs API
- Here's how G Suite customers are using the Docs API
- Learn more about the Sheets API
- Learn more about the Slides API

Simple to use

Google Drive and Google Docs available in Burmese and Welsh

Announced on February 13th, 2019   Share with your organization   - back to top -

Quick launch summary
We're expanding our language offerings in Docs, Sheets, Slides, new Sites, Forms, and Drive on web to include Burmese and Welsh.

Here's how to change your display language:
- Open your Google Account
- Click **Data and Personalization**
- Scroll down to the **General preferences for the web** panel
- Click **Language**
- Select **Edit**
- Choose your language from the dropdown box and click **Select**

Additional Thai fonts available in Docs, Sheets, and Slides

Announced on February 7th, 2019   Share with your organization   - back to top -

Quick launch summary
We've expanded our font offerings for Thai users in Docs, Sheets, and Slides by adding several fonts that are part of the Thai "National Fonts" collection. This collection of fonts has been distributed and used by the Government of Thailand as public and official fonts since 2007. We updated the collection so that it could be part of Google Fonts in 2019.

The complete list of new fonts is below:
- Bai Jamjuree
- Chakra Petch
- Charm
- Charmonman
- Fah Kwang
- K2D
- KoHo
- Kodchasan
- Krub
- Mali
- Niramit
- Sarabun
- Srisakdi

These updated fonts are now available in Google Docs, Sheets, and Slides with modern OpenType technology, expanded weights and more harmonious designs between Latin and Thai scripts.
These fonts will be made default in the drop down menu for users who have their Google language preference set as Thai.

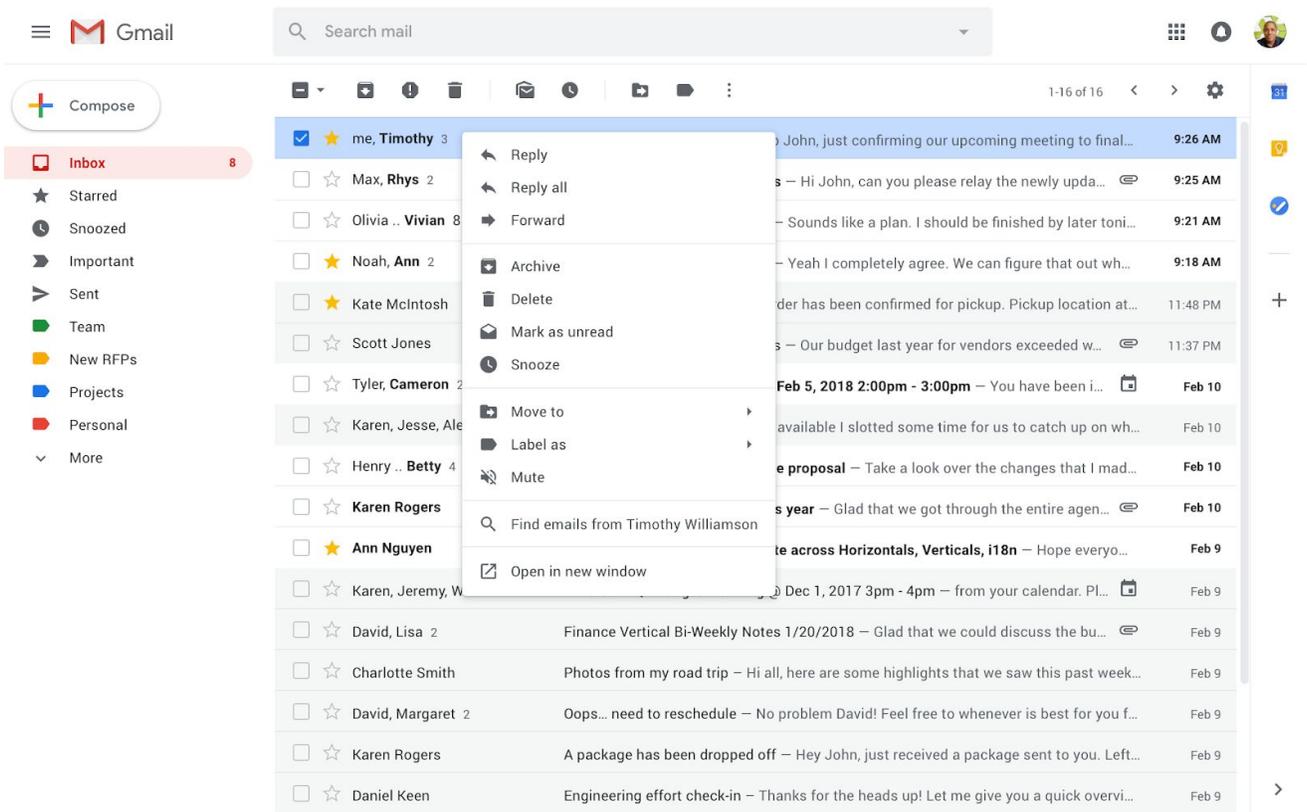# Easily take action in Gmail with new right-click context menu options

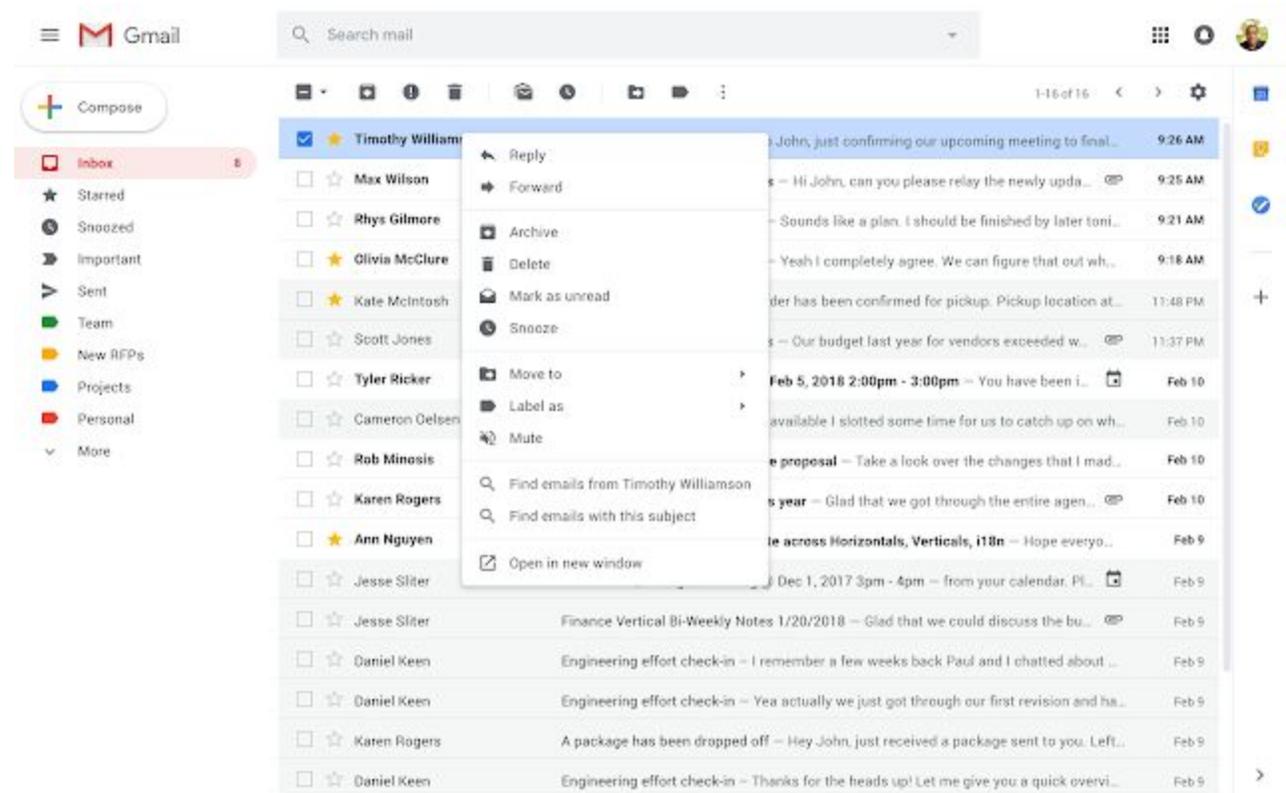**What's changing**
We're adding more options to the right-click context menu in Gmail.

New menu options in Gmail with conversation mode on

New menu options in Gmail with conversation mode off

Who's impacted
All end users

Why you'd use it
With these new options, you can take even more actions, directly from a message, in your inbox such as:

- Reply to, or forward, an email in one click from the main page
- Search for all emails from a sender

- Search for all emails with the same subject (if conversation view is turned off)
- Open multiple emails in multiple new windows at the same time
- Easily add a label or move an email

How to get started
- **Admins:** No action necessary.
- **End users:** The context menu can be opened by:
  - Right-click
  - Ctrl+click on Mac keyboards
  - The menu key on Windows keyboards.

Easily enter building locations into the Admin console

	Announced on February 6th, 2019	⭐ Admin feature	- back to top -

What's changing
You can now input addresses, instead of latitude and longitude coordinates, to enter the locations of your office buildings in the Admin console. This is a more efficient and reliable ways for you, as a G Suite admin, to manage international office locations.

Who's impacted
Admins only

Why you'd use it
Adding address information immediately unlocks automatic correction of room and resource time zones based on building address. This ensures that you have correct data in the room insights dashboard. Additionally, with this change we'll now automatically set the correct time zones for all resources in these buildings, and help ensure you see accurate usage by time of day in the room insights dashboard.

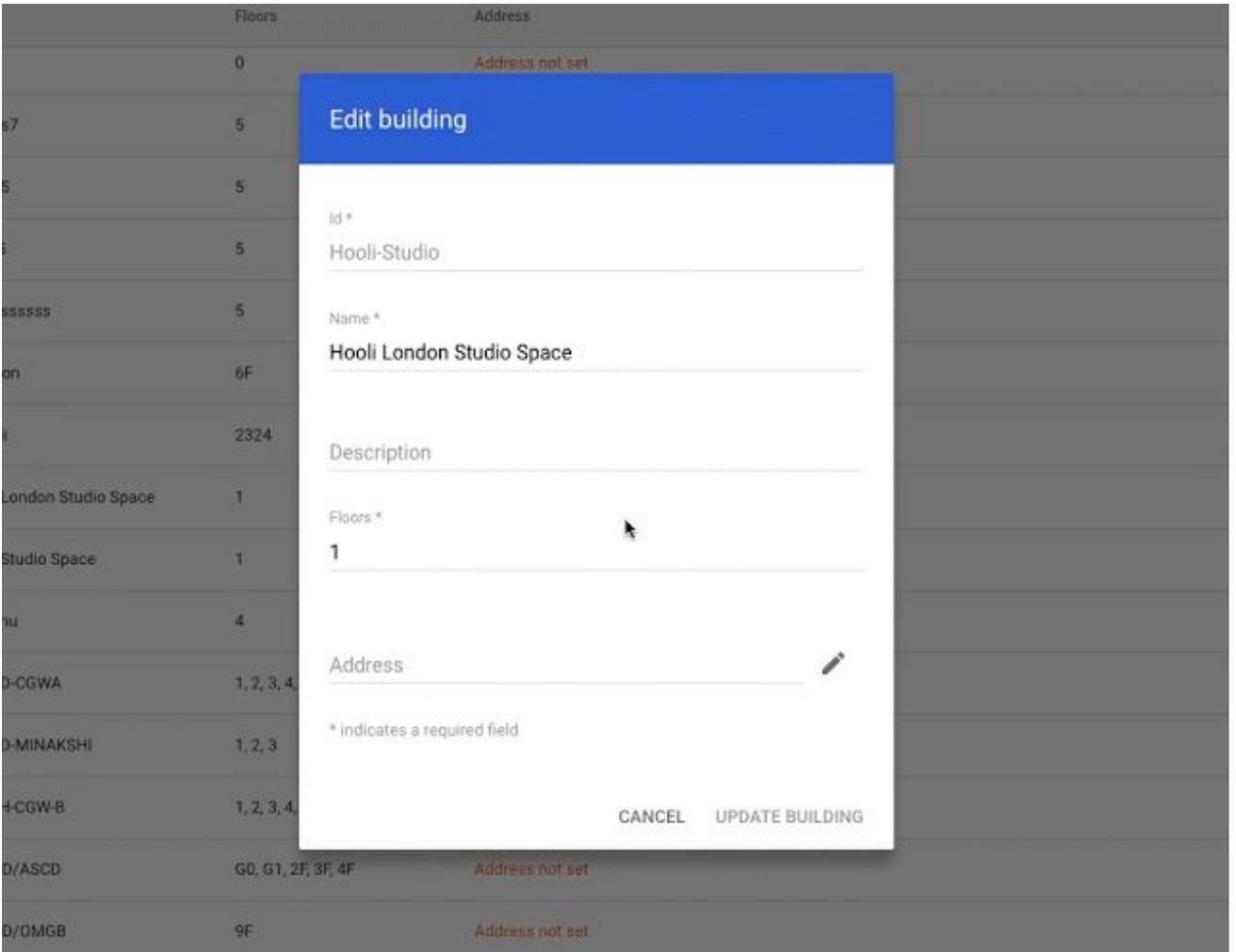In the future, this information will also power other intelligent features such as:

- Automatic time zone adjustment when you're working from other buildings
- Accurate directions from Calendar
- Room suggestions in nearby buildings

How to get started
Admins: There are three ways to input this information:

1. **Directly from the Admin console user interface:** In the Admin console under Manage Resources > Manage Buildings, you can enter addresses directly and be shown a Google map to confirm their location. This is recommended for entering a small number of buildings at a time.
2. **Bulk upload via CSV file:** This is also in the Admin console under Manage Resources > Manage Buildings. The bulk upload spreadsheet supports a general address format, so you can verify your locations in many countries and regions.
3. **Upload via the Building Resources API.**

End users: No end user impact.

Additional details
Check out the Help Center for complete instructions on adding locations for all three of these methods and read the documentation on how to add building addresses via the API.

Helpful links
Help Center: Set up buildings, features, and other resources

Intelligent Search in Google Drive Available for All G Suite Editions

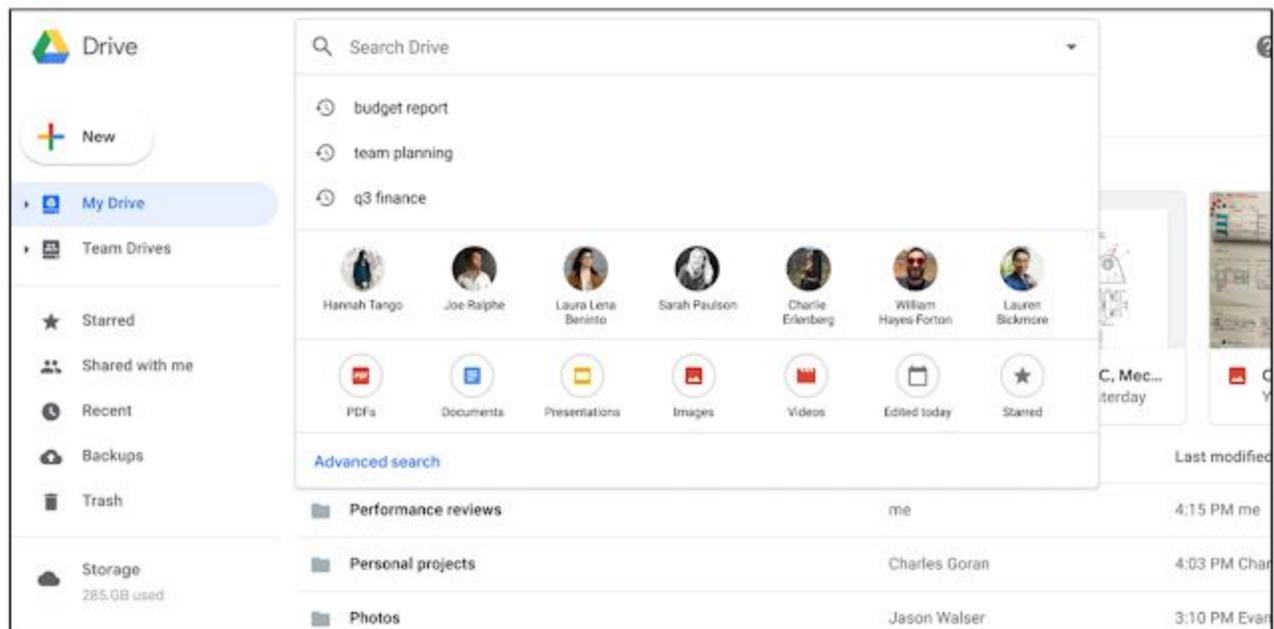|		
Announced on February 25th, 2019	🌐 Share with your organization	- back to top -

Quick launch summary
We're making Enterprise improvements to the Google Drive search box on desktop available to all G Suite Editions.

Now, when you click in the search box you'll see a range of options, including:

- **Suggested search queries:** Click on a term to search for it.
- **Your top collaborators:** Click on a person to search for files that you've collaborated with them on.
- **File types, edit history, priority items, and more:** Click to show files that match the highlighted criteria.

These filters will help you find and filter content more quickly and efficiently in Drive.

G Suite quick access side panel in Drive

Announced on February 26th, 2019	Share with your organization	- back to top -

Quick launch summary
You can now access the side panel while using Drive on the web. That means you can access Calendar, Keep, and Task while using Drive, Gmail, Calendar, or Editor products (Docs, Sheets, and Slides).

The side panel makes it easy to quickly complete tasks without losing focus — that means less switching between apps and increased productivity, whether you're grabbing information from Calendar, Keep, or Tasks.

To learn more about the side panel, see here.

Accessibility settings are now easier to access on Docs, Sheets, and Slides

Announced on February 27th, 2019	Share with your organization	- back to top -

Quick launch summary
It's now easier to discover accessibility features like screen reader support, braille support, and screen magnifier support in Docs, Sheets, and Slides.

While these accessibility features were previously available, they required additional steps to access the accessibility menu. This change will make these settings more readily available by placing the Accessibility settings in the Tools menu.

Access the Accessibility menu by selecting *Tools > Accessibility settings*.

If the screen reader option is selected from the accessibility settings dialog, an Accessibility menu will be displayed at the top of Docs, Sheets, and Slides for easy access.

Insert a Table of Contents in Google Sites

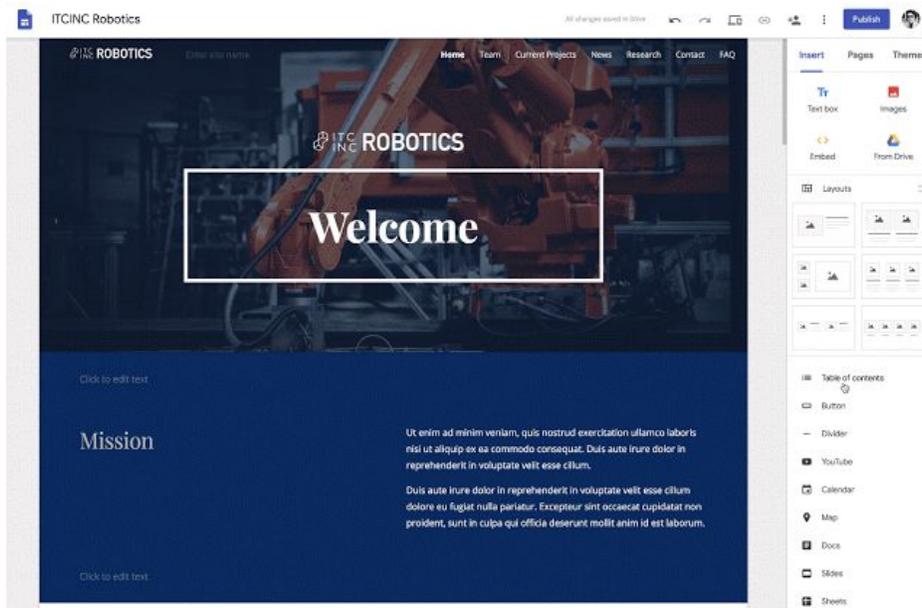Announced on February 26th, 2019   Share with your organization   - back to top -

Quick Launch Summary
Inserting a table of contents into a page makes the navigation of text-focused content like FAQs, documentation, or wikis easy.

Editors can insert a table of contents into a page with a simple click — headings and subheadings will automatically update as content is added to the page. A table of contents also helps guide editors to organize their content in a structure that is easier for readers to understand. Site viewers can quickly navigate through sections of a page by clicking the desired heading and automatically jumping to that section within the same window.

As editors add or edit the content and structure of a page, the table of contents will update automatically, making maintenance easy. By default, the table of contents will indent based on the hierarchy structure of headings, however, editors have the option to change the table of contents styling and remove indents. To remove indents, simply click on your table of contents and select **Flatten**. To re-indent, select **Indent**.

To add a Table of Contents to a page, at the right, click *Insert > Table of Contents*.

G Suite

Updated UI for Jamboard web home page

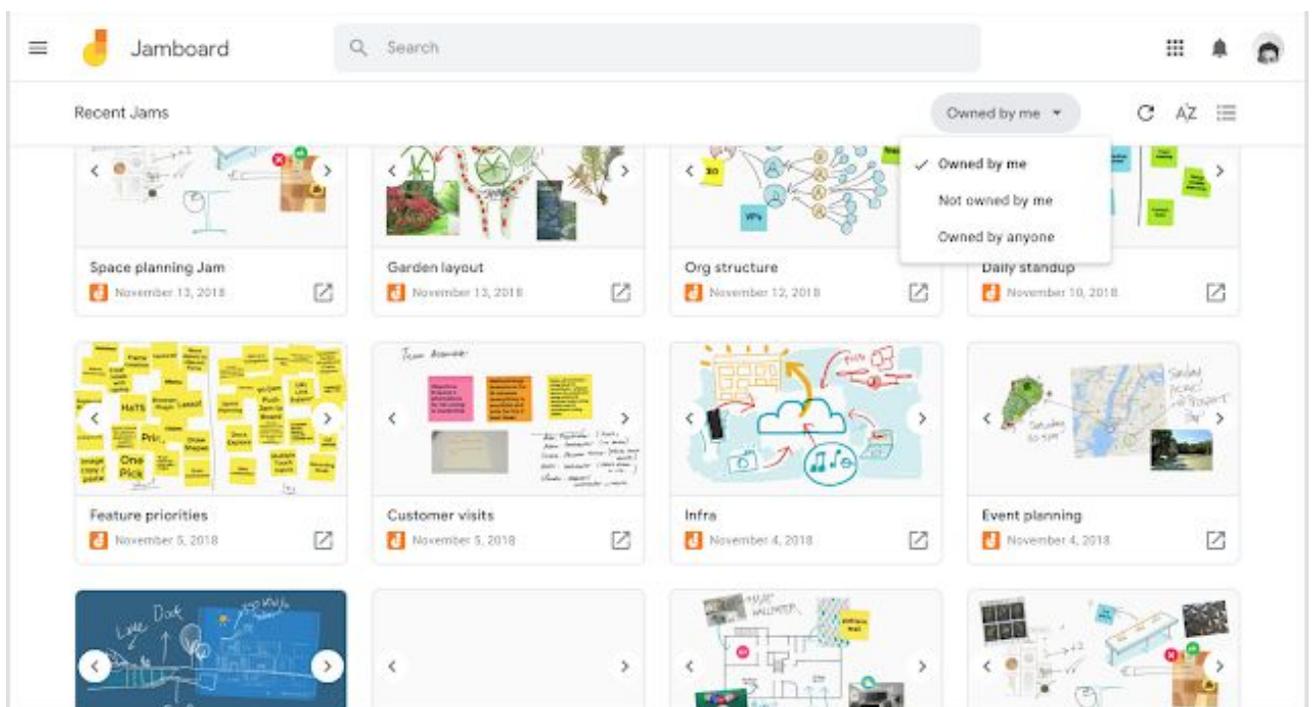**Quick launch summary**

To create an interface that's clearer and easier to navigate, we're updating the design of the Jamboard home page (jamboard.google.com). This builds on recent updates that made it easier to create and edit jams on Chrome Browser. You may notice:

- Material design updates, including updated boxes and increased white space, so you can quickly find what you're looking for
- New buttons to open jams more quickly with fewer clicks
- New logos and design elements to increase consistency with other G Suite products and interfaces.

The new interface will show on the Jamboard web home page at jamboard.google.com.

The new Jamboard UI

Business ready

Refresh BigQuery data in Sheets using Apps Script and Macros

	Announced on February 7th, 2019	🌐 Share with your organization	- back to top -

What's changing
Recently we launched the BigQuery data connector to allow users to easily import data from larger datasets into Sheets. Now, you can use tools like Apps Script and the macro recorder to schedule automatic updates within Sheets to the connected BigQuery data.

Who's impacted
End users

Why you'd use it
Stay on top of the latest and greatest data critical to your business by automatically refreshing the BigQuery data in your sheet.

For example, you can set sales data to automatically refresh so that it's ready for analysis at the beginning of each day. You can also auto-update data in preparation for key meetings or presentations that occur on a weekly or monthly basis. Or you could set a trigger to auto-update your data each time you open the spreadsheet.

How to get started
- **Admins:** No action required.
- **End users:** Here's how to schedule a refresh on the data pulled in by the BigQuery data connector:

1. **Record a macro to refresh your data**
   - On your computer, open a spreadsheet that contains data connected to BigQuery in Google Sheets.
   - Record a macro from a different tab then the one you want to refresh.
   - After you start recording, switch to the tab you want to refresh.
   - At the bottom left, click **Refresh**.
   - Click **Save**.

2. **Schedule your macro**
   - At the top, click *Tools > Script editor*.
   - At the top, click *Edit > Current project's triggers*.
   - At the bottom right, click **Add trigger** and select your options.
   - Click **Save**.

Additional details
For key permissions for the BigQuery data connector see here.

As always, use sharing permissions to control who can view, edit or share your data.

Helpful links
- How to schedule a macro.
- How to schedule a refresh of your query.
- Analyze BigQuery Data within Sheets

Change to per-conversation settings in classic Hangouts on Android

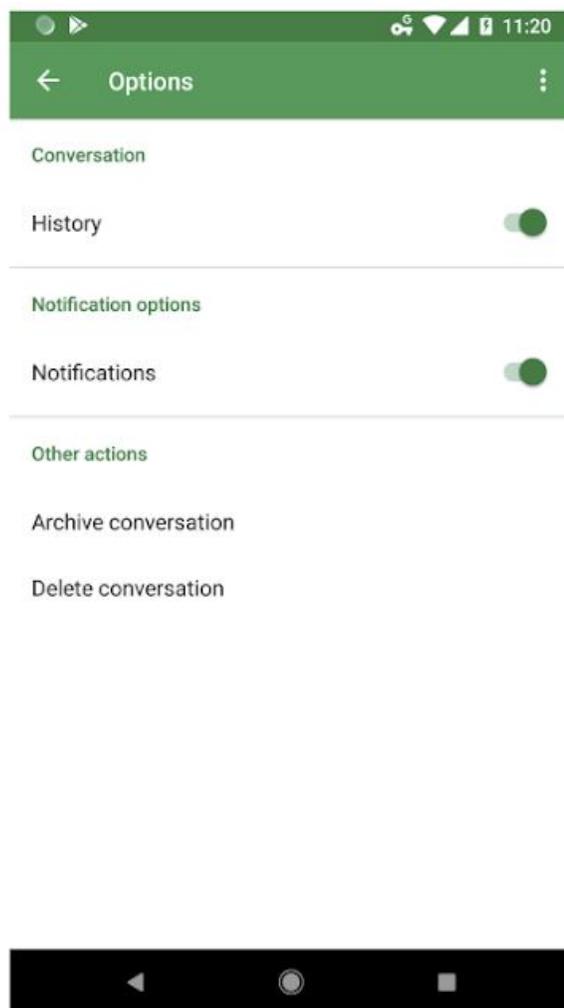|			
	Announced on February 14th, 2019	🌐 Share with your organization	- back to top -

Quick launch summary
We're moving notification settings for classic Hangouts conversations to notification channels on O+ Android devices. With these changes, customized ring tones and chat messaging tones per conversation/contact will be removed and defaulted to the general app settings.

New settings page

To view or edit the ring and chat messaging tone settings for classic Hangouts on your Android device, open the classic Hangouts app and, in a conversation, click the *more menu > "Options."*

Easily copy your Gmail holds to Hangouts Chat in Google Vault

Announced on February 20th, 2019	⭐ Admin feature	- back to top -

What's changing
As we previously announced, beginning on April 16, 2019, Mail retention rules and holds will stop protecting chat messages in classic Hangouts. Instead, Hangouts Chat retention rules and holds will protect chat messages in both classic Hangouts and Chat. To continue to preserve messages in classic Hangouts, before April 16, 2019, you must copy any existing Mail holds (that apply to messages in classic Hangouts) to Hangouts Chat in Google Vault. Today, we're launching a new feature in Vault to help you copy your holds from Mail to Hangouts Chat, with a few clicks.

Who's impacted
Vault Admins only

Why you'd use it
This feature helps you ensure all your messages in classic Hangouts and Hangouts Chat are preserved by the same Vault policies as your classic Hangouts messages are today.

How to get started
Admins: In Vault,

- From the list of Vault matters, click on any matter that may contain Gmail holds. When viewing the list of holds in this matter, you can select multiple Mail holds at once.
- Select the Mail hold(s) and click **Copy holds to Hangouts Chat**.

End users: No action required

Additional details
Note that Hangouts Chat doesn't support holds based on date ranges or search terms, so they won't be copied with the hold. You can also choose to extend these holds to cover conversations associated with these custodians in rooms.

Additionally, if you have a large number of holds in place, you can also use Vault APIs to duplicate your holds in bulk.

Helpful links
- Help Center: Action required: Set up holds and retention for Hangouts Chat
- G Suite Updates blog: Upcoming Hangouts service consolidation for all G Suite customers

Whitelist trusted apps for your domain to ensure apps work properly

	Announced on February 6th, 2019	⭐ Admin feature	- back to top -

What's changing
To give end users more granular control over what account data they choose to share with each app, we're changing how users give apps permissions to access their information. See our Google Developers blog post for more details on what's changing. These changes may impact how well an app functions should a user choose not to provide certain permissions.

As a result, we recommend that G Suite admins whitelist apps they trust and want their users to be able to use.

Who's impacted
Admins only

Why you'd whitelist apps
Whitelisting an app means admins assign permissions at the domain level, and that end users don't have to make choices on permissions for those apps. By whitelisting apps admins can ensure apps have the permissions they need to work properly.

How to get started
- **Admins**: As mentioned above, we recommend admins use our Help Center to learn how to whitelist trusted apps.
- **End users:** No action needed.

Helpful links
- Help Center: Whitelisting connected apps

Changes to Google Groups settings starting May 6, 2019

Announced on February 5th, 2019   ⭐ Admin feature   - back to top -

What's changing
In May 2019, we'll make some changes to the settings in Google Groups. In response to your ongoing feedback, we are updating Groups' settings to make it easier for you and your users to manage and configure groups. Specifically, we will remove settings and features that are rarely used, and combine settings that cover similar functionality. These changes will affect the groups.google.com interface and also the APIs used to manage groups.

Your existing groups may be affected by the upcoming settings changes. When the changes take effect, we'll update the settings for existing groups. These updates may change how groups can be accessed and used.

Use this Help Center article to see details of these changes and see how you can prepare for the update.

The changes will start to roll out on May 6, and may take up to 15 days to reach all domains.

Who's impacted
Admins and end users

Why you'd take action
Some users who are not group owners or group managers but who currently have access to specific group management features may lose that access. We recommend you audit groups in your organization and adjust the settings before May 6 to make sure these users don't lose access.

When the new settings take effect:
- Existing group settings will be updated to conform to the new controls available.
- Group owners will still be able to change the settings that apply to their group at any point.
- New groups will be subject to the same default controls that they are today.

How to get started
- **Admins:** We encourage you to audit groups in your organization and adjust the settings before May 6 to make sure users don't lose access. Use this Help Center article to see what's changing and how you can prepare for the changes, and this Help Center article to see how you could tell group owners about what's changing.
- **End users:** Support any group audits as decided by admin.

Additional details
In the next few days, users will see an in-product message about the upcoming changes when they use Groups. The message will direct them to the Help Center for an overview of the changes and change timeline.

Most groups will be affected in some way by these changes. You can use the Groups API to get a list of all groups and get a list of group owners in your organization, which might help you prepare for the changes.

Helpful links
- Help Center: Details of upcoming changes to Groups settings
- Help Center: How you can communicate with Groups owners about the changes

Manage and distribute Android apps when using basic mobile management

Announced on February 5th, 2019   ⭐ Admin feature   - back to top -

What's changing
You can now manage Android apps for your users when using basic mobile management. Previously, you could only do this if you used advanced mobile management.

Who's impacted
Admins only

Why you'd use it
With basic mobile management you can now:
- Organize apps in the managed Google Play store
- Automatically install apps on users' devices
- Create web apps
- Create private apps

See below for more info.

How to get started
- **Admins:** Go to Admin console > Device management > App Management > Manage apps for Android devices, to start to whitelist and manage Android apps.
- **End users:** No action needed. Users in basic mobile management domains will now see a "Work apps" section in the managed Google Play store. The section contains the default G Suite apps and other apps that are whitelisted from the Admin console.

Additional details

Organize apps in the managed Google Play store:
To help your users find the apps they need, you can organize apps into collections. These collections appear on devices in the "Work apps" section in the managed Google Play store.
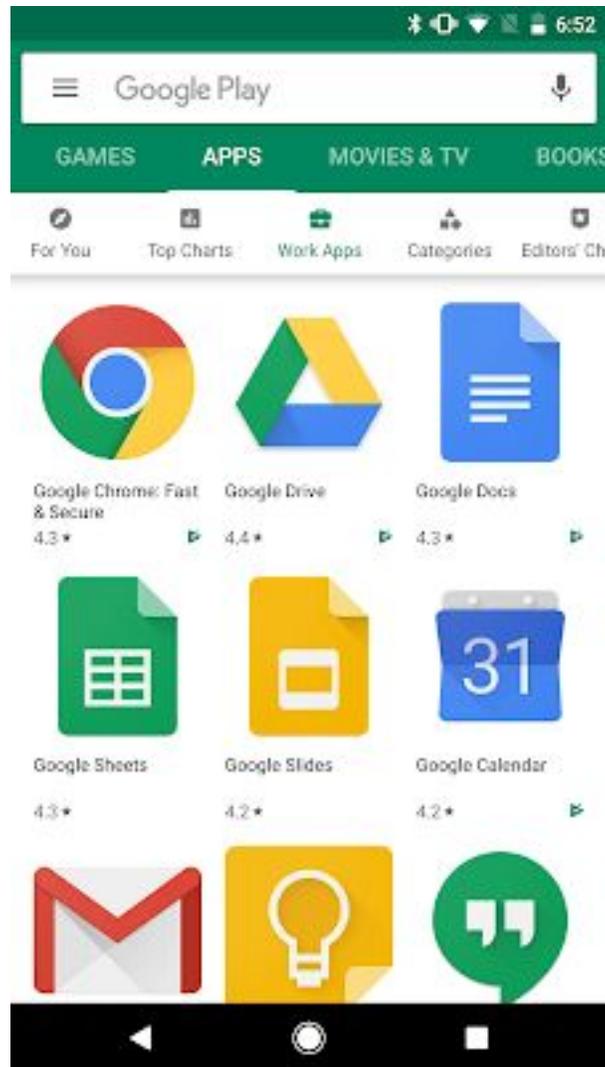
Automatically install apps:
With basic mobile management you can now automatically install apps on your users' devices. Use our Help Center to find out how to manage app preferences. Note that preventing users from uninstalling apps, and some other advanced features, require advanced mobile management.

Create web apps
You can now create and manage web apps in the Admin console. Web apps look like native apps and can make web pages easier to find and simpler to use on mobile devices. You can also distribute web apps the same way you distribute native apps—by adding them to collections in a managed Google Play store or automatically installing them on users' devices.

Create private apps
You can now create private Android apps directly from the Admin console. Simply upload the APK and give the app a title. The app will appear in the managed Google Play store within minutes. You can also install the app directly on your users' devices (see above). Previously, it took several hours to create and publish an app, and you had to create a Play Console account, provide a credit card, and fill in many other fields before the app would be available to your users.

The 'Work Apps' tab in the managed Google Play store has the G Suite apps and other apps whitelisted by admins.

Helpful links
- [Help Center: Manage apps on Android devices](#)
- [Help Center: Organize Android apps into collections](#)
- [Help Center: Create web apps for Android devices](#)
- [Help Center: Manage Google Play private apps](#)

Automatically provision users with three additional apps

Announced on February 5th, 2019	⭐ Admin feature	- back to top -

What's changing
We're adding auto-provisioning support for three new applications:
- Boomi
- Keeper
- SpaceIQ

Who's impacted
Admins only

Why you'd use it
When auto-provisioning is enabled for a supported third-party application, any users created, modified, or deleted in G Suite are automatically added, edited, or deleted in the third-party application as well. This feature is highly popular with admins, as it removes the overhead of managing users across multiple third-party SaaS applications.

How to get started
- **Admins**: For more information on how to set up auto-provisioning, check out the [Help Center](#).
- **End users**: No action needed.

Helpful links
- [Help Center: Automated user provisioning](#)
- [Help Center: Using SAML to set up federated SSO](#)

Control access to corporate data on Chrome, Mac, and Windows devices with endpoint verification

Announced on February 28th, 2019	⭐ Admin feature	- back to top -

What's changing
We're giving admins more control over how devices running endpoint verification can access corporate data in Google Cloud. Specifically, we'll give admins the ability to:

- Tag endpoint devices running Chrome as approved or blocked — Admins can use the tag to configure access levels with the Access Context Manager
- Decide whether an additional review is needed for newly registered endpoint verification devices before they're tagged as approved.

This will bring similar functionality to what's currently available for mobile device management to desktop devices using Chrome OS or Chrome browser.
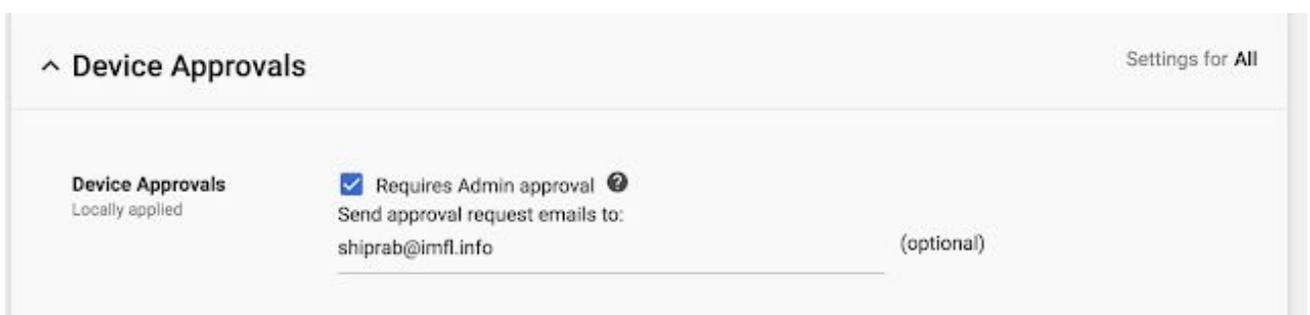
Who's impacted
Admins only

Why you'd use it
With the ability to limit G Suite access for devices that use endpoint verification, admins will now get fine-grained control over managing device access beyond just mobile devices.

Now, admins can view the inventory of devices that are access this data, and approve or block access to specific devices based any internal criteria. Examples include, lost devices, which can now be 'blocked' from accessing apps, or approving new users who need to access applications as their job titles shift.

How to get started
- **Admins:**
  - To set a policy for whether newly registered endpoint verification devices need admin approval, go to Admin Console > Device management > Setup > Device Approvals > Device Approvals.
    - Check or uncheck the box to set a policy. This will default to unchecked, meaning that admins will not have to manually approve newly registered devices.
    - Optionally, you can also add an email that approval requests will be sent to.

  - Note that device access to corporate data can be configured at any time by using the Access Context Manager.
    - For desktop devices, Admins will have the option to select Approve or Block, which will tag the device accordingly in the Access Context Manager.
  - Approve or block actions on devices will generate an audit event within the Admin Console. For more information on audit logs for devices, see here.
- **End users:** No action needed

Additional details

This launch allows you to control access for devices with endpoint verification installed. This includes Chromebooks and other desktop devices running the Google Chrome browser.

Tag newly registered endpoint verification devices as 'Approved' or 'Blocked' before setting access

When a new device is registered via Endpoint Verification, admins can turn on access restriction in the Access Context Manager. From there, they can govern device access by selecting 'Approve' or 'Block'.

See image below to see how this will look in the Admin console with the feature **ON**.

If this policy is **OFF**, devices will be approved by default and can be blocked later on, for example, if a device is lost or a device is compromised.

Turn individual device access on or off

Admins can approve or remove access for devices in the Admin Console. A new view at *Admin console > Device Management > Device Approvals* will list all devices in a pending approval state. From this list, they can be tagged as Deviced/Approved — once devices are tagged, further access policies can be configured in the Access Context Manager.

Admins can also get email notifications for when a device is registered but needs admin approval. See our Help Center to learn how to configure email notifications.

Helpful links
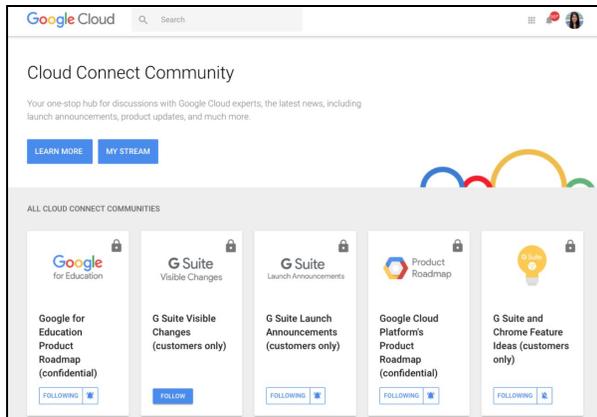
- Help Center (end users): Allow an Admin to monitor your computer (Endpoint Verification)
- Help Center (Admins): Turn Endpoint Verification on or off
- Help Center (Admins): Control what devices can access your data
- Help Center (Admins): Devices audit log

G Suite

Learn more about G Suite

Cloud Connect Community: The official community for G Suite admins

Sign in today: Cloud Connect is your one stop shop for resources to make your work with G Suite easier. Sign in today to discuss best practices, ask questions, and communicate with your peers and Googlers. Don't miss out!

Follow G Suite on Social

Connect with us: Follow G Suite on social media to get news, product tips, and other helpful information:

 Follow @gsuite on Twitter

 Like G Suite on Facebook (@gsuitebygoogle)

 Follow us on Google+

 Follow us on LinkedIn

 Subscribe to our YouTube channel

What's New for G Suite Admins videos

What's new: The *What's New for G Suite Admins* videos provide a recap of all of the features we've released in the past month that are relevant to G Suite Admins, so you can watch and share them whenever you want.

How it works*:* Bookmark the playlist on YouTube and check back each month for updates.

Thanks for checking out our newsletter! We'd really appreciate your thoughts on how we can make this work best for you.