

Mobile Worker



Staff are working across a range of locations and devices with a requirement to access information and colleagues on the move. They expect simple, intuitive tools that keep them connected throughout the day. Contacts, calendar, chat, email, and documents are standard applications staff require to stay productive.

Early morning start. Logon to check today's **Calendar** and **Gmail**. Notice there is a **Google Chat** message from Mark, quick reply and off to catch the train. While travelling reply to emails on **Gmail mobile app**, review the highlight report **Google Doc** and send **Calendar** invite for later this week.

Read new posts on my Team's **Google+ Community**. Share the highlight report **Google Doc** with the team from my phone. Arrived at event. Phone to silent! Switch to tablet to take notes and photos. Pictures of keynote and uploaded to **Google Drive folder** with **Google doc** event notes.

Any Device



From Any Location



Using Google Apps



To connect with your colleagues & data

Home Worker

Staff who work from home need to remain 'part of the team' staying connected and able to collaborate with colleagues. Staff will be using a range of work and personal devices in the house and on the move. Attending meetings, working on documents and keeping updated on corporate news and events.

Stay connected at home



Logon to my [Chromebase](#), check [Gmail](#) and [Calendar](#) for the day. Remember I have a meeting at 2pm with the team where I need to present my [Slides](#) for the business plan. I see John in the same [Slides](#) document making his changes. We have a quick [Google Chat](#) in the document before I make my final changes.

During the day I catch up with Andrew on a [Hangout](#) and agree who is leading on the latest enquiry. He's going to manage this one so I share the [Google Drive](#) folder with him so he has immediate access to all the [Google Docs](#) here needs. Presentation at 2pm via [Chomebox for Meetings](#) where I talk the team through my ideas and we agree the actions in the shared [Google Doc](#) minutes.

Consistent applications across my team



Devices that keep us connected



Office Worker

Staff working in the office need flexible solutions enabling them to work in different workspaces with devices that move with them or provided consistent experience when they switch. Hot Desk areas, stand up desks, permanent desks, meeting rooms and even the canteens are all places staff can, and do expect to work.

Move to where I can be most effective



Coffee and catch up with Mike in the canteen to review our meeting actions in [Google Sheets](#). Added notes for my manager in our shared [Google Doc](#) where we highlight priorities. I can see my manager is online working from home this morning. Quick [Google Chat](#) message to check we are still meeting for lunch.

Bump into Jane on my way to the hot desk area. Decided to work together and discuss the project. We quickly create and share a [Google Drive folder](#) for the project and use the corporate [Google Templates](#) to start the Project Brief [Google Doc](#) and Risk Log [Google Sheet](#). We agree to ask Jacob onto the project so have a quick [Google Hangout](#) with him to explain before sharing the [Google Drive](#) project folder with him.

Consistent experience across devices



With applications that work for me

