



A Waltz Through the Clouds

The Google Evaluation

Spring 2009

Reasons for the Google Evaluation

- Potential to save money
- More robust feature set
- Requested/new features
- Peer institutions also using Google

Goals of the Evaluation

- Compare advantages and disadvantages
 - Google environment vs. Sun Java Communications Express
- Not evaluating other products at this time

ITS Pilot Groups

- Technical Issues/Integration
- Calendar Issues
- E-mail Issues (Web & client)
- Google Support Services
- Legal/Contractual

Feedback from you

- Accounts are being created 3/18/2009
- Web interface
 - <http://email.geval.hamilton.edu/>
- Client interface (Thunderbird – optional)
- Listserv
 - googlepilot@listserv.hamilton.edu
- We'll hold some discussion sessions for specific pieces and feedback
- Evaluate through June

The Decision

- Choose Google
- Stay with Sun Java Communications Express
- Look at other Cloud computing environments (Microsoft)
- Look at other e-mail solutions we manage

Gmail

- Web based or client based
- Compose e-mail message
- Conversations
- Search
- User controlled options
 - Keep in mind we are not trying to replace Thunderbird
 - Filters
 - Labels
 - General
 - Vacation message
 - Signature
- Address Book (Contacts)
- Chat
- On-line help

Calendar

- General interface
 - Week view, month view, daily view
 - Quick keystrokes
- Creating an appointment
 - Quick add
 - Create event
 - Checking Availability
 - Invitation s and Reminders
 - Event type – public vs. private
- Editing an appointment
 - Drag & drop editing
 - Changing appointment from one calendar to another
- Print options
 - Yes, it will print on an 8.5” x 11” sheet of paper
 - Can create a PDF of calendar
- User Controlled access
 - Who can see my calendar
- Synchronize with PDA
- On-line Help

Q & A

Helpful Resources

- Google Apps Support Site
 - <http://www.google.com/support/a/users/>
- Google App Tutorial
 - <http://tinyurl.com/hamgoogletutorial>
- Why Use Gmail Video
 - <http://tinyurl.com/hamgmail>
- Intro to Gmail Chat Video
 - <http://tinyurl.com/hamchat>