

Hope Barnes

T/Th 2:00

4/1/2020

Tools and Google Reflection

There seems to be the most difference in the way that Word and Google Docs are set up. It was actually frustrating to work on the flyer and newsletter in Word and then switch to Google Docs. There is less freedom and flexibility when working in Google in almost every aspect. Google Docs specifically did not have the tools I wanted to make my newsletter look more appealing, such as Wordart that is available in Word. I think I would only use Google over Word if I needed to share my document with someone quickly. I found less of a difference in Excel and Spreadsheets, but I still prefer Excel. Overall, I would only choose Google if it was a last resort or I was rushed.