

# What's New



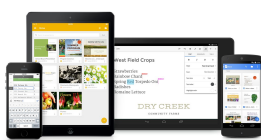
FEBRUARY 2016



## Featured Launch: New Google Forms

New Google Forms now the default option, with several new features:

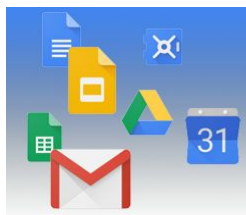
- Form Add-ons and Google Apps Script now supported
- View individual responses from the editor
- Use Templates from the Google Forms home screen
- Get notified for every form response
- Track responses to your Google Form



Docs, Sheets, and Slides on the go

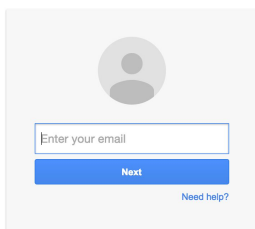
## Work anywhere

Notification settings and more in the Docs, Sheets, and Slides Android apps  
Improved Trash support and more with the new Google Drive for Android app



## Simple to use

Change to default avatar for Google account owners without Google+  
View teammates and sharing settings more easily in Google Drive shared folders  
Rich text formatting and instant RSVPs now in the Gmail for Android app  
Issue commands when voice typing in Google Docs



## Business ready

Easier user management in the Google Admin mobile app for iOS  
Updated version (v1.5) of Google Apps Password Sync (GAPS)  
Mobile Management setup now simpler and quicker  
Better scanning, more controls for Data Loss Prevention for Gmail



## Learn more about Google Apps

Google for Work Connect (GWC): The community for Apps administrators  
The Apps Show on YouTube  
What's New for Apps Admins videos


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

-The Google Apps Team  
March 1, 2016

# Featured Launch: New Google Forms

New Google Forms now the default option, with improvements to add-ons, script editing, and more

Announced February 10th, 2016

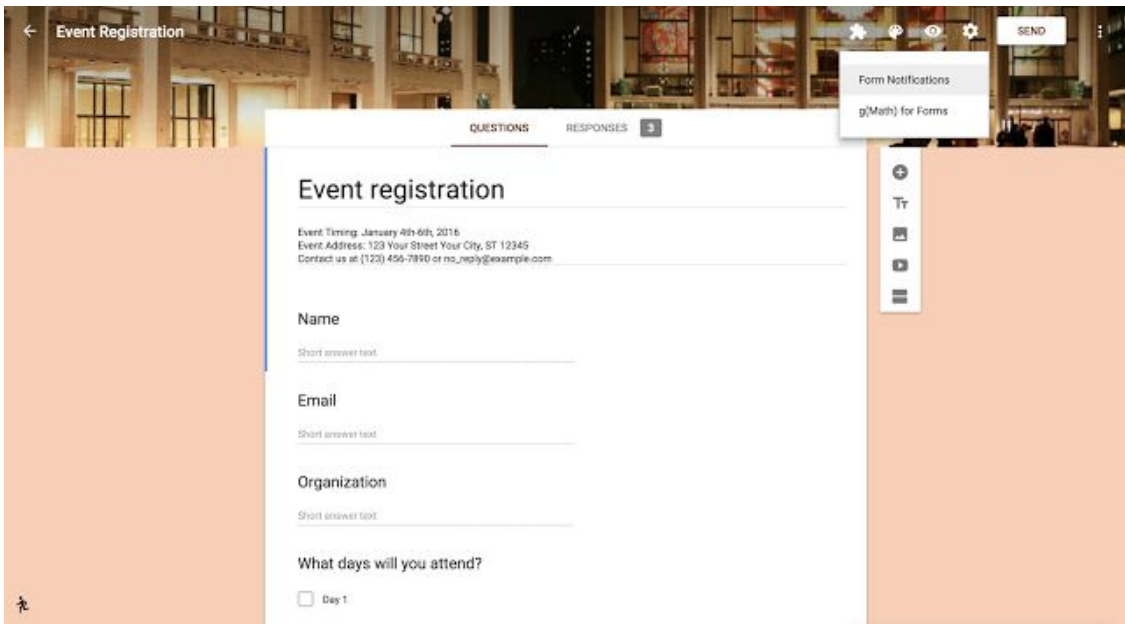
 Share with your organization

**What's new:** In February, the new Google Forms became the default option for Form creators. This followed our [launch](#) from last September, where a revamped Google Forms was released as opt-in only until we could add additional features and functionality. Form creators are now redirected to the new Google Forms UI whenever they create a new form.

Here's a summary of the latest improvements:

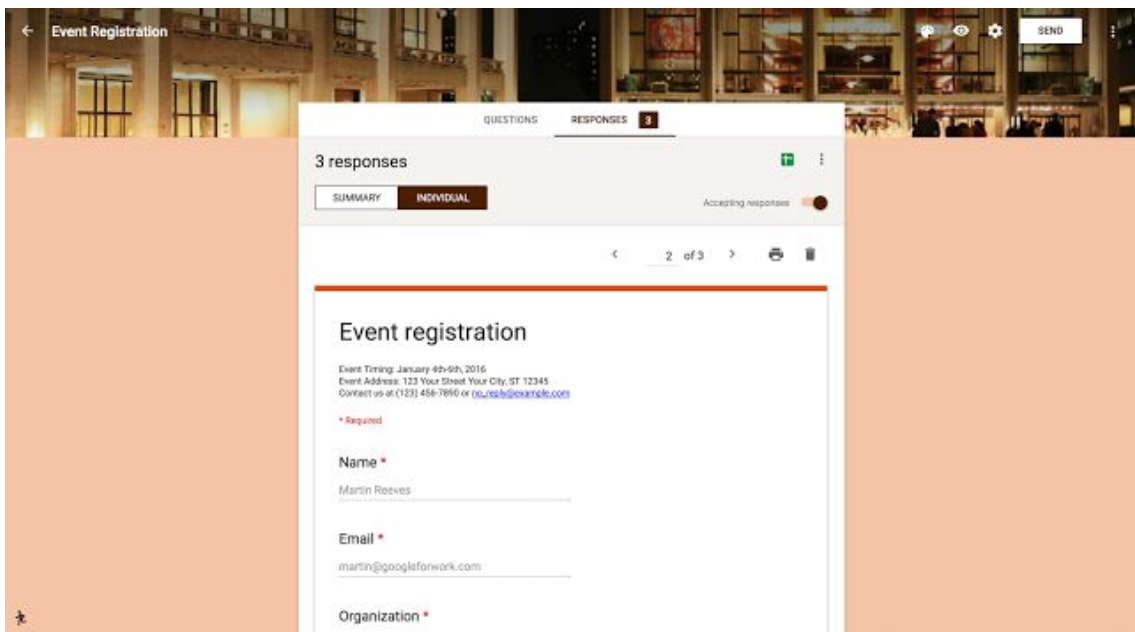
● **Form Add-ons and Google Apps Script now supported**

Form creators can now use add-ons and edit scripts in the new Forms editor. Popular tools like [Form Publisher](#) and [g\(Math\) for Forms](#) have helped creators extend the capabilities of Google Forms.



● **View individual responses from the editor**

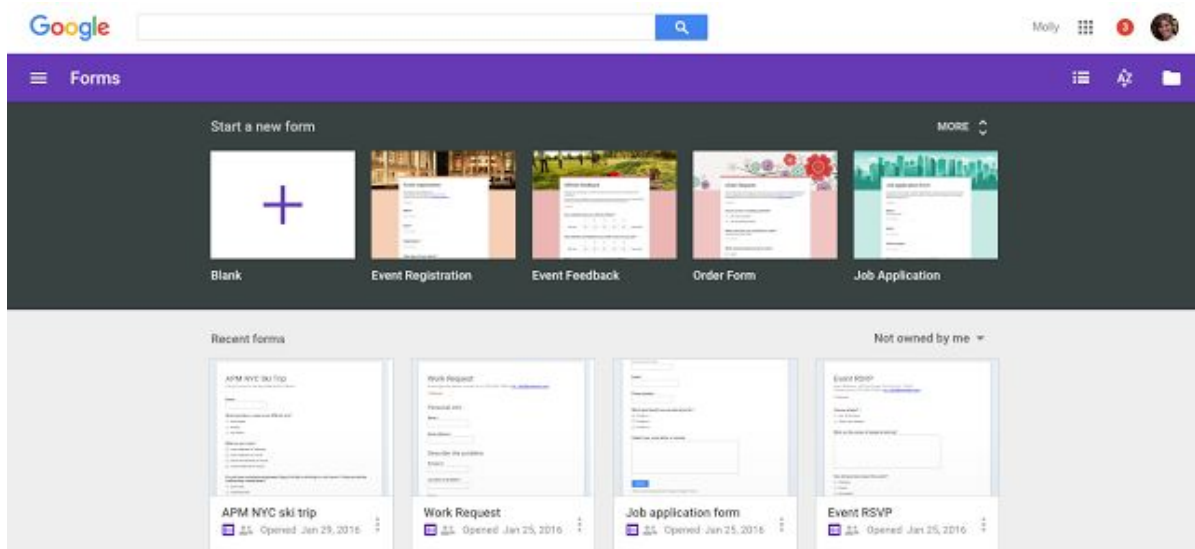
In addition to the summary of responses currently available in the Forms editor, creators are now able to see individual survey responses as well. This saves valuable time when analyzing Forms. At the same time, if there's so many responses that there may be performance issues, Google Forms will let users know how to visit the responses separately, instead of slowing down the editor.



## ● Use Templates from the Google Forms home screen

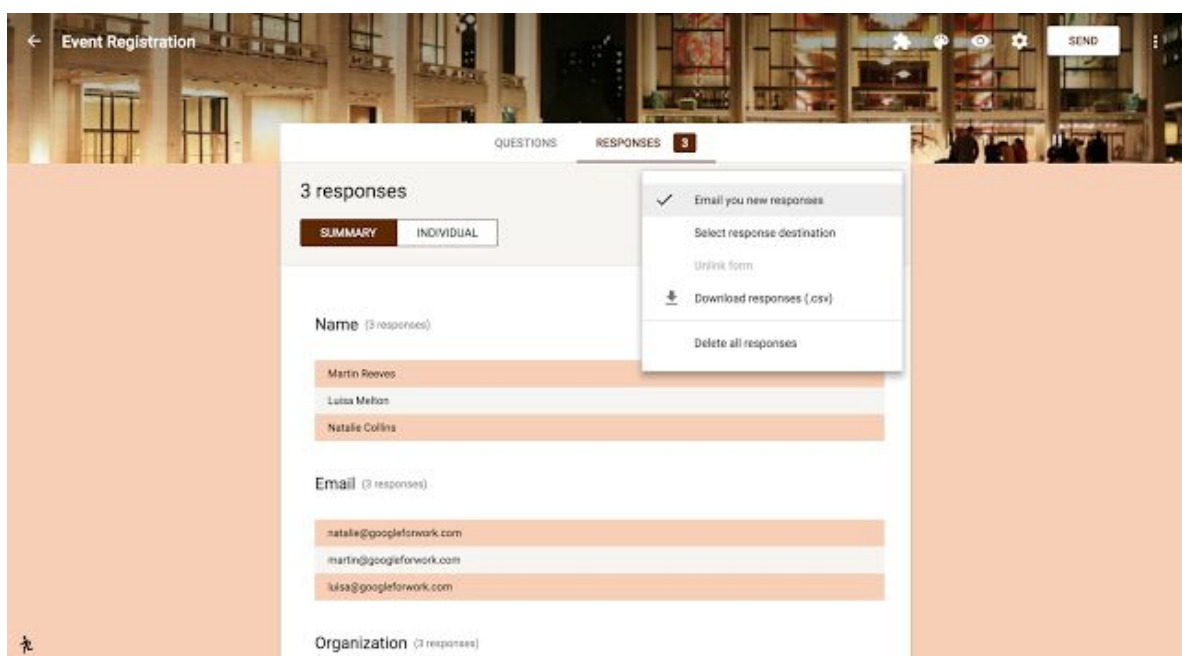
Work and Education-related templates are now available on the Forms home screen to jumpstart your Form creation at [forms.google.com](https://forms.google.com).

- We currently have several templates for event feedback, event sign-ups, job applications, and more. Users can click on the **More** link to start a form from any of the newly created templates.
- Your domain's existing templates are still available and can be found at [drive.google.com/a/google.com/templates](https://drive.google.com/a/google.com/templates).



## ● Get notified for every form response

Form creators can now configure Google Forms to send them email notifications whenever someone responds. The default is set to off, but users can enable it from the form's settings menu.



## ● Track responses to your Google Form

Form creators can now see who they've sent their forms to and who still needs to respond. There is also a new option to send out follow-up reminders as needed.

The screenshot shows the 'RESPONSES' tab of a Google Form. At the top, there are two tabs: 'QUESTIONS' and 'RESPONSES', with 'RESPONSES' being the active tab and having a '3' next to it. Below the tabs, it says '3 responses'. To the right of this text are a green plus icon and a three-dot menu icon. Below this is a toggle switch for 'Accepting responses', which is currently turned on. There are two buttons: 'SUMMARY' (highlighted in dark green) and 'INDIVIDUAL'. Below these buttons is a section titled 'Who has responded?' with a blue link 'SEND REMINDER EMAIL'. At the bottom is a table with 5 rows, each showing an email address and a response status.

Who has responded?	<a href="#">SEND REMINDER EMAIL</a>
ackinlay@googleforwork.com	Responded
ferrara@googleforwork.com	Responded
ackinlay@googleforwork.com	Responded
josh@googleforwork.com	Not Responded
kblei@googleforwork.com	Not Responded

Note that responders will only see the new Google Forms for those forms created or edited in it.

**To opt out** and go back to the old Google Forms, simply click the running man icon in the bottom left-hand corner of the Google Form and follow the prompts.

# Work anywhere

## Notification settings and more in the latest Google Docs, Sheets, and Slides Android apps

Announced February 11th and 25th, 2016

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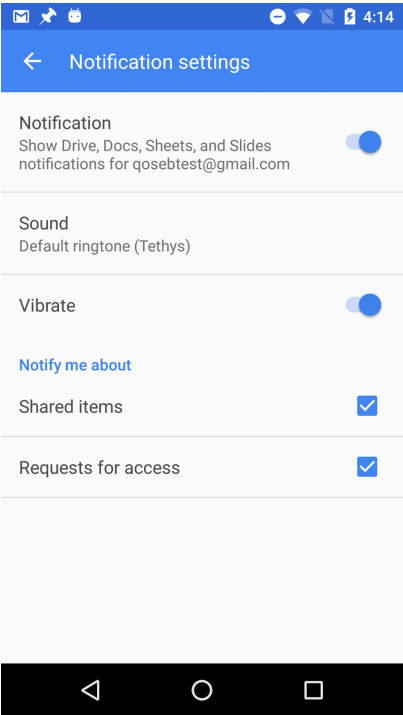
**What’s new:** The latest versions of the Google Docs, Sheets, and Slides Android apps include several new features that make working on your mobile phone or tablet easier and more efficient. Check out some of what’s new below:

**Notification settings in Google Docs, Sheets, and Slides apps >**

As of last November, you can receive mobile notifications when a Drive file is shared with you or someone requests access to a Drive file you own. Previously, the only way to disable those notifications was via a setting in Drive. With this launch, we now allow you to enable or disable those notifications from the Settings menus in the Docs, Sheets, and Slides Android apps as well.

**View existing Named Ranges in the Google Sheets app**

In Google Sheets on the web, you can name a range of cells so that they’re easier to keep track of and find later and to simplify the process of creating formulas. With this launch, you can now view those named ranges and quickly navigate to their locations in the Google Sheets app for Android.



**< Change the theme of your presentation in the Google Slides app**

Themes allow you to quickly and easily craft engaging and effective presentations, so you need to be able to swap them in and out whether you’re working on your phone or your laptop. Now, as long as you’re online, you can change the theme of your presentation in the Google Slides Android app. There are 18 themes to choose from.

**View images in the Google Sheets app**

We recognize that images can be the difference between a spreadsheet that’s difficult to interpret and one that effectively tells a story. To help you better convey your spreadsheet’s message on mobile, images will now render in the Google Sheets Android app. (Note that images in frozen rows and columns may not show properly.)

Get the latest Google Docs, Sheets, and Slides apps on [Google Play](#).

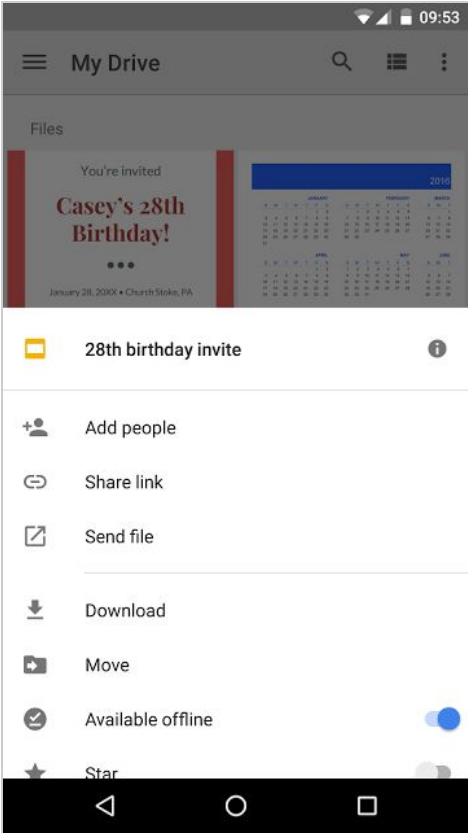
## Improved Trash support and more with the new Google Drive for Android app

Announced February 17th, 2016

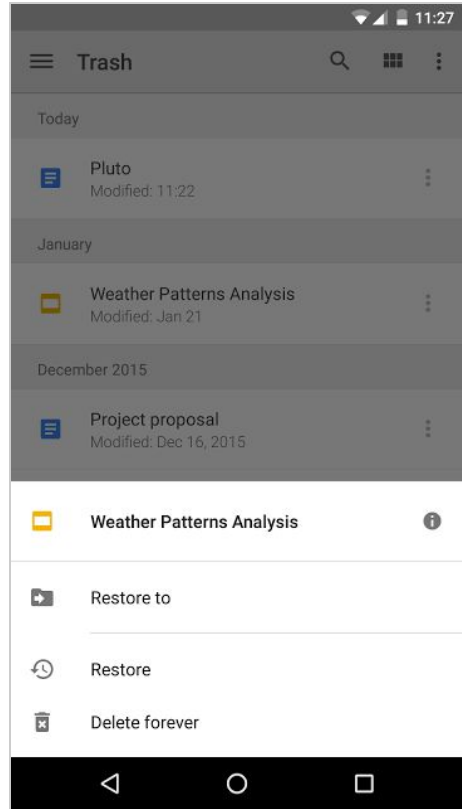

Share with your organization

**What’s new:** A new version of the Google Drive for Android app is now available on Google Play. New features include:

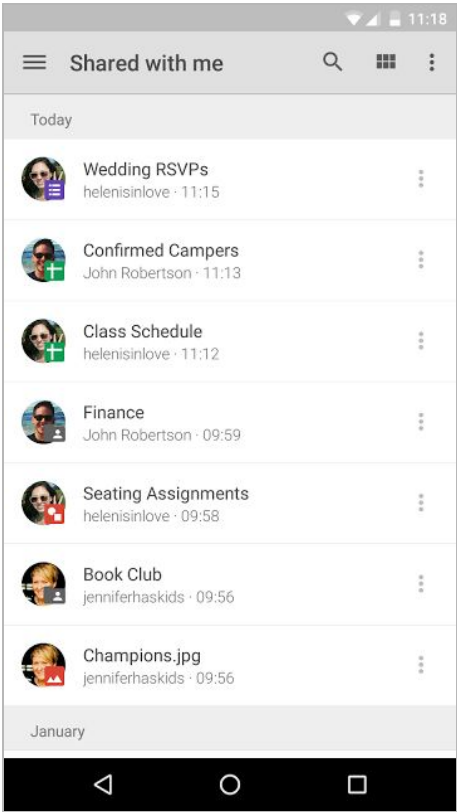
- A new menu icon next to a file or folder will pop-up a set of contextual actions you can take on the file or folder.



- You now have the ability to view trash and delete or restore files from within your Android app



- When viewing the Shared With Me view, you’ll now see the avatars of the person who has shared with you.



**More Information**

- [Help Center: Getting started with the Drive app for Android](#)
- [Help Center: Trash](#)
- [Help Center: Shared with me](#)
- [Get the latest Google Drive Android app on Google Play](#)



# Simple to use

## Change to default avatar for Google account owners without Google+

Announced on February 8th, 2016



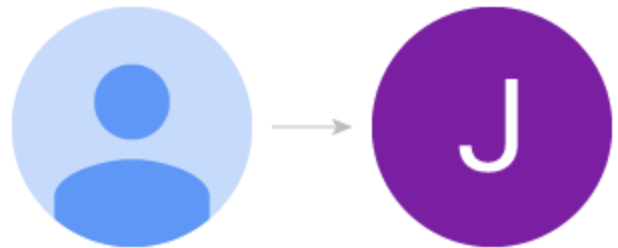
Share with your organization

**What's new:** In September, we announced some changes to the default avatar that Google account owners with Google+ enabled see when logged into their accounts. We've now made those same changes for Google account owners who don't have Google+ enabled.

**How it works:** If a Google account owner has not added a photo to his or her account, we'll show a custom avatar with that account owner's given-name initial (two-character given names will be fully displayed). In some cases where initials are not available, a plain colored avatar will be used instead.

This change are now visible\* in the Google Bar and will be gradually reflected across all Google products over the course of the coming months.

**\*NOTE:** Users with initials in scripts other than Latin, Cyrillic, Greek, Chinese, Japanese, and Korean will see this change later this year.



## View teammates and sharing settings more easily in Google Drive shared folders

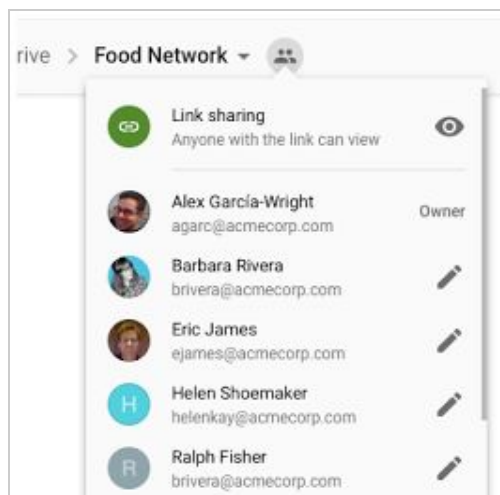
Announced on February 16th, 2016



Share with your organization

**What's new:** Google Drive users love to collaborate with each other, but if you've ever tried changing the sharing settings for a folder, you know that it's not always easy to find out who the folder has been shared with or how to update the permissions.

With this launch, we've added a new "people icon" to shared folders, making it easier to identify those with whom you've shared a folder and providing quick access to the sharing settings. With this change, we hope to reduce the amount of clutter for users and make sharing more transparent for folder owners.



*Hover over the people icon for a snapshot of sharing details.*

Check out the [Help Center](#) for more information on sharing in Google Drive.



## Rich text formatting and instant RSVPs now in the Gmail for Android app

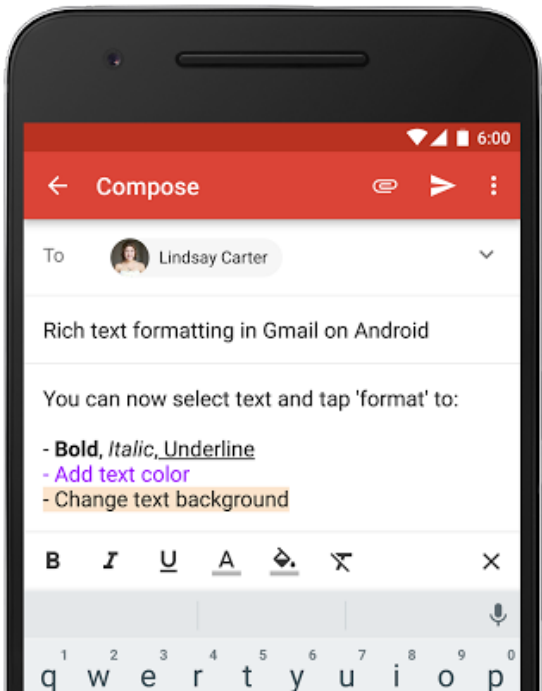
Announced on February 24th, 2016



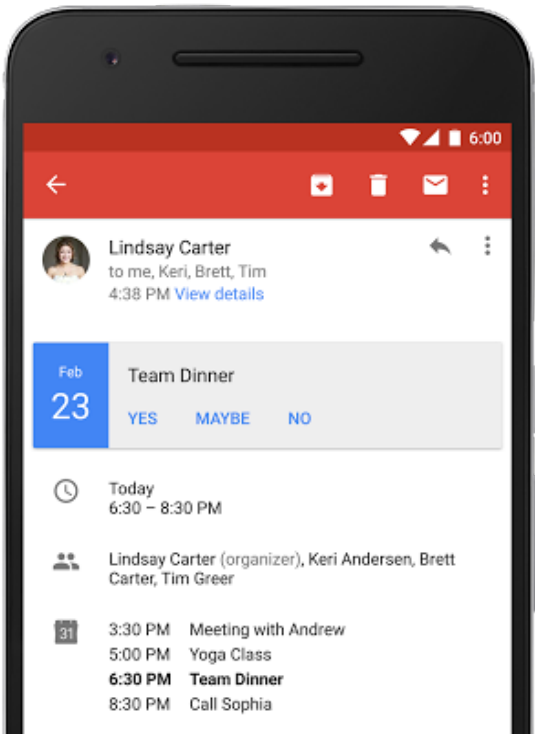
Share with your organization

**What's new:** An update to the Gmail for Android app is now available on Google Play. New features include:

- **Rich Text Formatting:** Want to highlight important thoughts on the go? Now you can **bold**, *italicize*, underline, **add text color**, **change text background**, and remove formatting. To format text, simply long press to select it and tap the 'format' option, next to 'copy' and 'paste'.




- **Instant RSVPs:** Accepting invitations on the go can be hard if you don't have access to your schedule. If you use Google Calendar or Microsoft Exchange, calendar invitations now include a one-tap option to show your schedule and respond.



Check out the [Help Center](#) for more information and get the Gmail app on [Google Play](#).

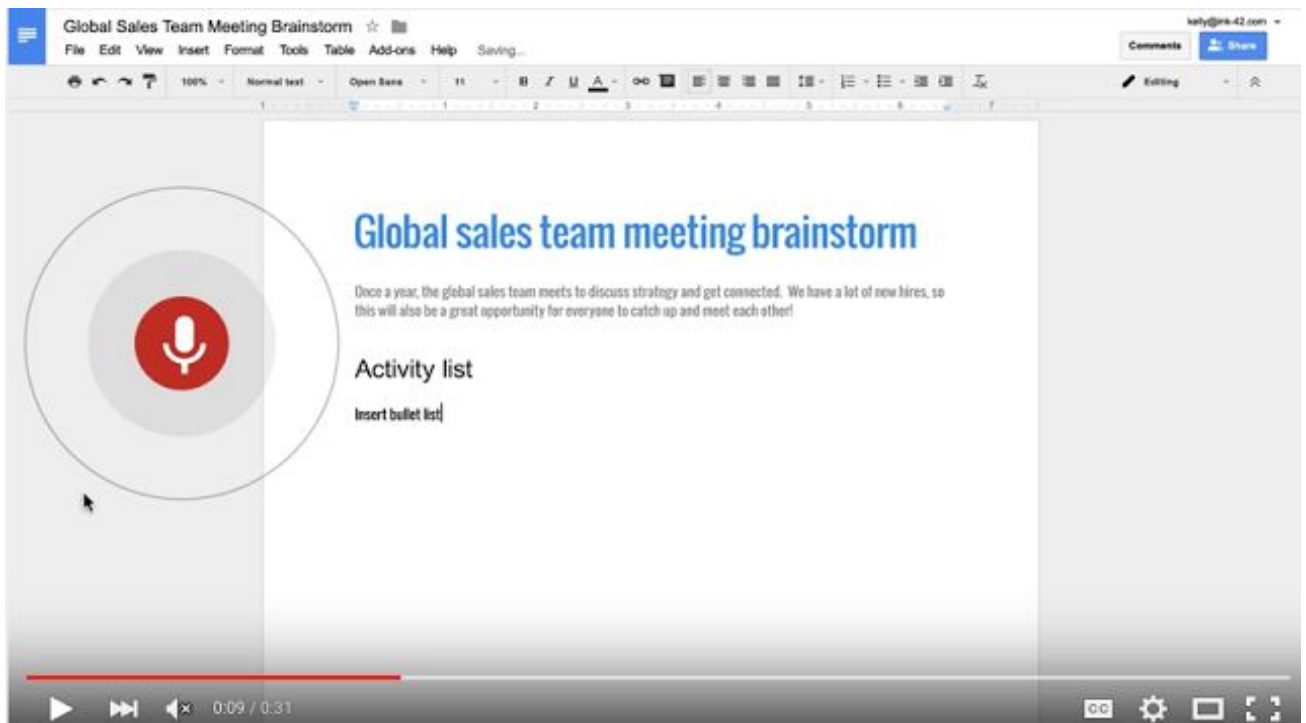
## Issue commands when voice typing in Google Docs

Announced on February 24th, 2016

 Share with your organization

**What's new:** In Google Docs, you don't need to type to put words on a page—you can simply talk. But as any good employee knows, crafting an effective document takes a whole lot more than simply adding text. The process may involve bolding and italicizing, copying and pasting, inserting bullet points and tables, undoing and redoing formatting, and more.

Previously, it was tough to take these types of actions using only your voice. With this launch, we've changed that. Now you can simply pause, issue a command, pause again, and resume dictating. To see a list of all commands, check out this [Help Center](#) article or say "voice commands help" when you're voice typing. Please note that Voice commands work in English only.



Watch the full video [here](#).

As an added bonus, we've also made it possible to dictate in Docs on the web in dozens of additional dialects and accents. Please note that these features are only available when you're working in a Chrome browser on your computer

Check out the [Help Center](#) to learn more about voice typing in Google Docs.

# Business ready

## Easier user management in the Google Admin mobile app for iOS

Announced February 8th, 2016

★ Admin feature

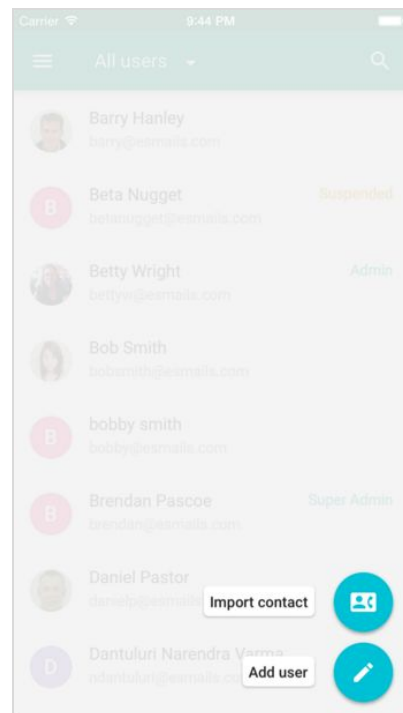
**What's new:** The Google Admin mobile app allows Apps super admins to easily manage users and groups, contact support, view audit logs and perform other common administrative tasks all from their mobile devices.

Following the [recent upgrades](#) to the Google Admin mobile app for Android, this launch added similar functionality to the iOS app, making managing users even easier.

### Add users from contact list

When adding a new user, Apps super admins can now simply [import a contact from their contact list](#) and have all of their information pre-populated in the 'Add user' form. The information can then be edited as needed, and the user can be quickly created.

Check out the [Help Center](#) for more information on the Google Admin app for iOS.



## Updated version (v1.5) of Google Apps Password Sync (GAPS)

Announced February 16th, 2016

★ Admin feature

### What's new:

- GAPS now uses the [Crypt hash function](#) (salted SHA512 hashes instead of SHA1) when updating the password with the Directory API.
- Uses new OAuth 2.0 endpoints to authorize and refresh tokens (avoids conflict when [overriding DNS to enforce SafeSearch](#)).
- Improved feedback in the configuration UI to help diagnose issues with authorization. Improved trace logging and Windows Event Log system messages.
- Removed redundant log events for computer accounts.
- Improved diagnostic logging for authorization issues can now be found in the [service authorization logs](#).

Note: There is also a new version of the [GAPS support tool](#) available to help you troubleshoot your GAPS installation.

## Mobile Management setup now simpler and quicker

Announced February 25th, 2016

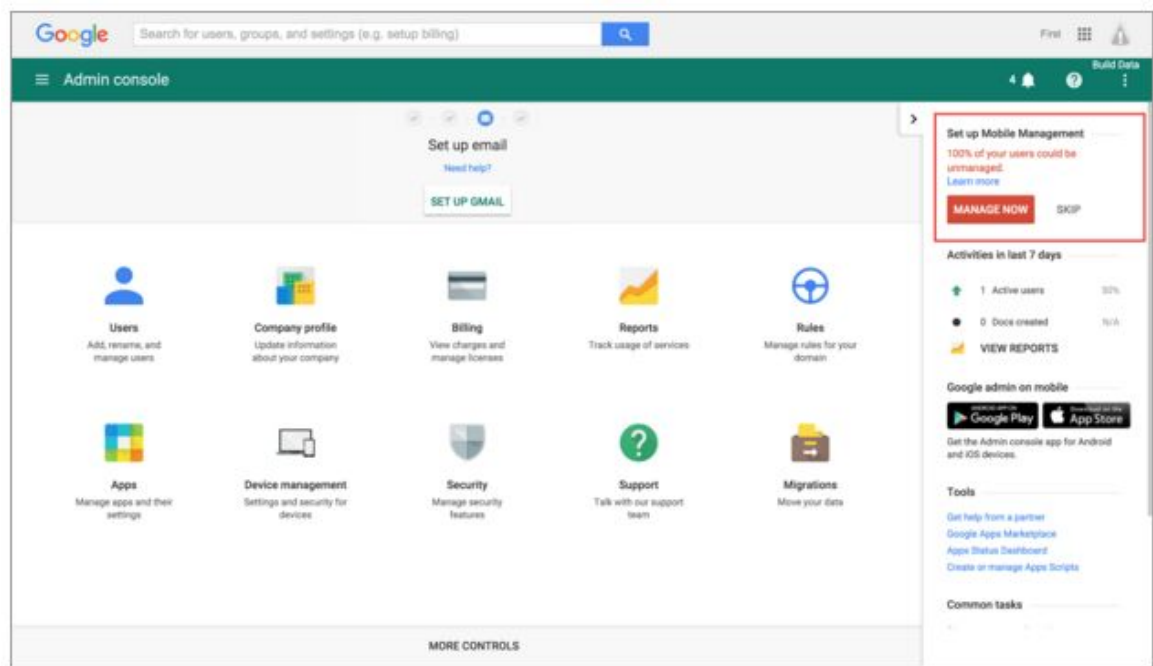
★ Admin feature

**What's new:** Looking back at 2015, we can see that Google Apps Mobility Management has come a long way from an Android-only device management solution to a complete suite with native iOS support and app distribution across both the Android and iOS platforms. This has motivated many Apps admins to adopt our integrated solution, and we're excited to help their employees be productive while keeping work data secure on their mobile devices.

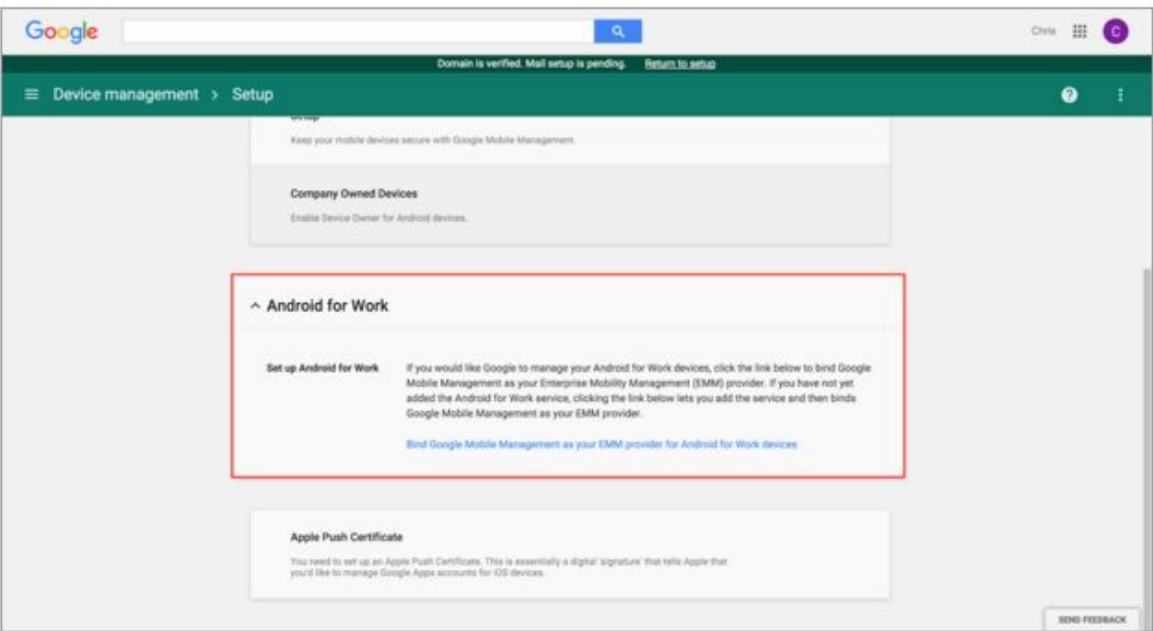
As Mobile Management becomes increasingly important to admins, we want to make it even simpler to set up. With that in mind, with this launch we made it easy for an admin to detect how many of their employees run the risk of accessing corporate data on unmanaged mobile devices and to establish a basic mobile security policy

in the Admin console.

By simply clicking **MANAGE NOW\*** on the Admin console landing page, admins can set up Mobile Management with a predefined set of security policies. Doing this will then allow those admins to take various actions, such as performing an account wipe of corporate data on mobile devices, viewing the inventory of all managed devices in a domain, and enforcing a basic password policy. To simplify the overall Mobile Management setup experience, we've also made it possible to set up Apple Push Certificates via the same wizard.



In addition, if an admin wants to use Google Mobile Management to set up Android for Work, we've made the process significantly simpler and quicker. Prior to this launch, admins needed to complete 15 different steps across four different sections of the Admin console to set up Android for Work. Now, they only need to complete one step to manage those devices in their domains. To get started, check out this [Help Center article](#).



*\*Note that the option to **MANAGE NOW** will only show on the Admin console landing page if more than 80% of domain users are unmanaged.*

## Better scanning, more controls for Data Loss Prevention for Gmail

**What’s new:** Last year we launched Data Loss Prevention (DLP) for Gmail, providing Google Apps Unlimited customers with another layer of protection to prevent sensitive information from being revealed to those who shouldn’t have it. Gmail DLP automatically checks all outgoing emails according to policies set by the Apps admin and prompts the appropriate action.

We’re now bringing several new features to Gmail DLP:

NEW  
DLP FEATURES  
FEBRUARY 2016

Custom Count Policies

50	Medium	Quarantine	
100	High	Reject	

Additional pre-defined content detectors

Insurance Card

Policy #XXX-XX-XXXXXXX

Better email scanning

UNPACK ZIP FILES

TOP-LEVEL FOLDER

20 CC FOUND

70 CC FOUND

10 CC FOUND

100 CC MATCHES

REJECTED

**Optical character recognition (OCR) for better attachment scanning**

Sensitive information can reside not just in text documents, but in scanned copies and images as well. With the new OCR enhancement, DLP policies can now analyze common image types, and extract text for policy evaluation. Admins have the option to enable OCR in the Admin console at the organizational-unit (OU) level for both the Content compliance and Objectionable content rules.

**Additional predefined content detectors**

Our Work customers span the globe, and we are committed to providing customers in all countries with plug-and-play DLP policies. Towards this goal, we are pleased to announce the introduction of new detectors which cover personally identifiable information (PII) in several additional countries, and provide better coverage for HIPAA data as well.

**More control over content detection thresholds**

Our largest Work customers desire fine-grained control over DLP policies to minimize false positives, and take action commensurate with the level of perceived risk. We are introducing two new detection parameters to address this:

Count parameter - The count parameter allows customers to set up different DLP policies based on whether a message contains individual or bulk PII. For example, an email containing a single credit card number might be considered a low risk event, while one that contains 100 credit cards is clearly a high risk scenario.

Confidence parameter - The confidence parameter lets the customer tighten or loosen detection criteria for the most commonly used detectors as per their needs.

Stay tuned as we bring DLP to Google Drive later this year.


**More Information**

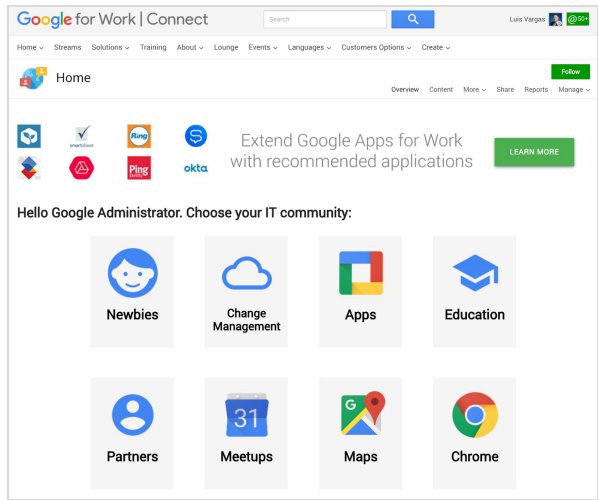
- [Help Center: DLP for Gmail overview](#)
- [Help Center: Optical character recognition](#)
- [Help Center: New predefined detectors](#)
- [Help Center: New detection parameters](#)

**Note:** Gmail DLP is available for Google Apps for Work Unlimited customers only.

# Learn more about Google Apps

## Google for Work Connect (GWC): The official community for Apps Admins

 Admin resource




**Sign in today:** Google for Work Connect (GWC) is your one stop shop for resources to make your work with Google Apps easier. Sign in today to discuss best practices, ask questions, and communicate with your peers and Googlers. Don't miss out! Make sure you follow our Community Manager, Luis Vargas, to get the weekly buzz.

**What's new:** In February, our Editorial Calendar helped you enable Android for Work, search more efficiently in Drive, and send quick replies on the fly. Kim Wylie, our resident expert on Change Management, started *The Interview Series* with Thomas Davies, discussing Change Leadership. Stay tuned for next month's programming on the Google Apps Marketplace, Chromebit, and Google Cloud Platform.

For an overview of monthly highlights, check out our February Digest.

## Google Apps for all: *The Apps Show* on YouTube, every Tuesday, 11am PST

 Share with your organization


**What's new:** In February, *The Apps Show* went beyond Apps. We aired one episode on Chrome devices: we give an overview of recent hardware releases and of their best usage. We also broadcast our first episode on the Cloud: we took our time to define the Cloud and explain the solutions it offers in terms of storage and app deployment.

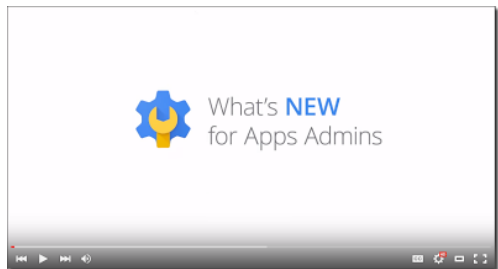


In two other episodes, our hosts share tips on the usage of Forms and Add-ons for data collection, and tell us what they do to keep their account safe!

**To do:** If you find an episode useful, don't forget to comment and share it with your friends or colleagues. We encourage you to, bookmark *The Apps Show* YouTube playlist or this episode gallery to keep up to date.

## What's New for Apps Admins videos

 Admin resource



**What's new:** The *What's New for Apps Admins* videos provide a recap of all of the features we've released in the past month that are relevant to Google Apps 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 the latest updates. You can also access all video recordings in the archive on the What's New site.

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