Evaluation of the review of products

The review offered some direct experience of available web office products in 2006. Although, the review seems to be very effective in promoting the web office services MacManus praised, but it was more of one sided, commenting only on the strength of one product in relation to another.

A good review should look at the strength and weaknesses of each of the web office products presented. This review is not good if you are to compare each web office service from one another. This review offers good advertising for Gmail which MacManus provided some good descriptions of its advantages. Impression of the Web Base Office Products I have already been impressed by free email services like Gmail, Hotmail, Yahoo mail etc. Although, I still doubt the security of these services, for example if you are collaborating with your peers about very important company designs or decisions.

I would still opt to have my own email servers. The word processors and spreadsheets offered by Google docs and spreadsheets (formerly writely) are indeed very impressive. Imagine you can just go into internet cafe and write your documents, save them and collaborate with your peers. You do not have to carry a spreadsheet or word processor program with you because you are insured of the availability from web based office tools.

In similar manner, I still doubt the security of these services. I can only recommend that the documents be exchanged through these free web based office tools should be limited to documents that do not contain classified information. Smart hackers may find their way into these

document databases just sitting around web. Or there might be some inside job, so that documents can be accessed by non-intended parties.

Although in general all of these web office tools are already very impressive. Even with a relatively slow connection, like 56 kbps, they are already useful, providing free easily accessible office tools. Without regard to security, these web based office tools offers a sufficient alternative to standalone office tools. A little drawback is their limited functionality as of the present, for example spreadsheets do not have graphing or charting capabilities and word processors do not have drawing functionalities. Web Based Office Tools Site Visited GmailThe web based free email provided by Google offers not only a considerably high capacity but also the flexibility to search, add spam filters and classify emails to sub-folders. Although most email service also offers the same functionalities except probably for the search capabilities.

Hotmail does not have search capabilities for keywords except for senders but I do not know with Yahoo and other services. Writely (Google Docs and Spreadsheets)Figure 1. Google Docs & Spreadsheets You can visit Google Docs & Spreadsheets using your Gmail account. The word processor shown in figure 1 basically contains all the functionalities of a text based word processor.

Although it still lacks the rich functionalities of inserting drawing of lines, boxes and other shapes found in most standalone word processors. The spreadsheet was also rich in functions like formulas and sorting capabilities. Although it still lacks the graphing functions found on most standalone spreadsheets. Num SumFigure 2. Num Sum Spreadsheet The spreadsheet of

Num Sum was far more advanced than Google spreadsheet. It already contains graphing capabilities in the form of simple charts.

Shown in figure 2 is a sample spreadsheet opened in Num Sum website. The registration to get free access of the beta addition was quick and easy. Although the saving and typing of data was a little bit sluggish from a broadband internet connection but nevertheless it function well as cells A1 and B1 where added and displayed in C1 as shown in figure 2. Other Web Based Tools Websites The other web based office tools including those that offer calendars and project management were also impressive. BaseCamp, the project management software mentioned by MacManus offers " message boards, to-do lists, simple scheduling, collaborative writing, and file sharing" (2006).

The calendars normally would allow you to invite people to fill in their birth days. They offered features far more than you can imagine from a free and accessible web site. For example figure 3 provides a snapshot of the calendar prodived by CalendarHub which is a fully featured calendar. Figure 3. Calendar Hub Which is Likely to Become Successful? Gmail offered by Google would probably become successful over hotmail and yahoo mail because they have acquired a great number of users when they first offered the highest capacity of 1GB. Since Google is becoming popular because of their simple search and Google earth services, their document and spreadsheets would most likely follow.

Num Sum, Irow and other web based office tools services might not be able to compete with Google. Plans to Incorporate in Your Work Style Gmail has

already been an integral part of my present work style. Although the other services like word processor and spreadsheets are still mostly in beta stage with limited capabilities in drawing and graphing. Drawing and graphing are becoming a common part of documents and spreadsheets therefore it is best to wait until these features are incorporated. Conclusion Web based reviews provided by different individuals are very effective in leveraging the popularity of most software. Although in most cases, they tend to be one sided with products the author prefers but they offer a vehicle for advertising these products.

Reviews are also effective in spreading the information regarding these new emerging technologies but normally it does not dwell in detail regarding the strengths and weaknesses of each of the similar products available. To know how effective these new web based office tools and how convenient they are for your application, one must visit their site and try their products.