



Zoho Workplace - Plan Comparison

	Mail		Workplace	
	Mail Lite	Mail Premium	Workplace Standard	Workplace Professional
PRICING (PLUS TAX, AS APPLICABLE)				
Billed Annually	£0.8 /User /Month	£3.2 /User /Month	£2.4 /User /Month	£4.8 /User /Month
	£1 /User /Month			
Billed Monthly	Yearly subscriptions only	Yearly subscriptions only	£3.2 /User	£5.6 /User
Storage				
Mail Storage per user	5 GB	50 GB	30 GB	100 GB
	10 GB			
WorkDrive Team storage per user	-	-	5 GB	100 GB
Support and Migration				
24x7 Support (email, chat, and call)	✓	✓	✓	✓
99.9% Uptime guarantee	✓	✓	✓	✓
Migration tool	✓	✓	✓	✓
Zoho Mail				
Webmail	✓	✓	✓	✓
Attachment limit (Mail)	30 MB	40 MB	30 MB	40 MB
Huge Attachment Limit (Mail)	up to 250 MB	up to 1 GB	up to 500 MB	up to 1 GB
Email Groups	✓	✓	✓	✓
Email Sharing	✓	✓	✓	✓
Folder Sharing with Delegation	✓	✓	✓	✓
Email Recall	✓	✓	✓	✓
Email Forwarding	✓	✓	✓	✓
Active Sync	✓	✓	✓	✓
Email Aliases	✓	✓	✓	✓
Domain Aliases	✓	✓	✓	✓
Custom Login	✓	✓	✓	✓
White Labeling	-	✓	-	✓
SAML based SSO integration	✓	✓	✓	✓
S/MIME Encryption	-	✓	-	✓

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TLS Encryption	✓	✓	✓	✓
Email retention	-	✓	-	✓
eDiscovery (Mail)	-	✓	-	✓
Zoho Mail app for iOS and Android	✓	✓	✓	✓
Zoho Mail Admin Mobile App	✓	✓	✓	✓
Streams Mobile app for Team collaboration	✓	✓	✓	✓
Zoho WorkDrive				
Online File Storage (Team Storage)	-	-	✓	✓
File upload limit	-	-	250 MB	1 GB
Files and folder sharing	-	-	✓	✓
Universal content search	-	-	✓	✓
External file sharing	-	-	1 external link per file	Multiple external links per file
Encryption at rest (256-bit AES) and SSL/TLS encryption	-	-	✓	✓
Team folders	-	-	-	✓
Roles and permissions	-	-	-	✓
Sub-folder level sharing	-	-	-	✓
Unread notifications	-	-	-	✓
Desktop Sync	-	-	✓	✓
Zoho Writer, Sheet, and Show				
Online Document Editor	-	-	✓	✓
Online Spreadsheet software	-	-	✓	✓
Online Presentation tool	-	-	✓	✓
Zoho Writer app for iOS and Android	-	-	✓	✓
Zoho Sheet app for iOS and Android	-	-	✓	✓
Zoho Show app for iOS and Android	-	-	✓	✓
Calendar				
Integrated Calendar	✓	✓	✓	✓

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Resource Booking	-	✓	-	✓
Calendar Sync	✓	✓	✓	✓
Group Calendars	✓	✓	✓	✓
Appointment Scheduling	✓	✓	✓	✓
Calendar on mobile	✓	✓	✓	✓
Tasks				
Tasks	✓	✓	✓	✓
Sub-tasks	✓	✓	✓	✓
Group tasks	✓	✓	✓	✓
Share Tasks	✓	✓	✓	✓
Recurring Tasks	✓	✓	✓	✓
Attachment support in Tasks	✓	✓	✓	✓
Add mail as Task	✓	✓	✓	✓
Link Task to Mail	✓	✓	✓	✓
Mobile access to Tasks via Streams app	✓	✓	✓	✓
Notes				
Notes	✓	✓	✓	✓
Group Notes	✓	✓	✓	✓
Sticky Notes	✓	✓	✓	✓
Share Notes	✓	✓	✓	✓
Attachment support in Notes	✓	✓	✓	✓
Add Mail as Notes	✓	✓	✓	✓
Link Note to Mail	✓	✓	✓	✓
Mobile access to Notes via Streams app	✓	✓	✓	✓
Zoho Cliq				
Real-time messaging	✓	✓	✓	✓
Group Chat/Channels	✓	✓	✓	✓
Voice and Video calls	✓	✓	✓	✓
Zoho Cliq app for iOS and Android	✓	✓	✓	✓

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Zoho Meeting				
Online Web Conferencing Tool (up to 100 participants)	-	-	-	✓
Screen Sharing	-	-	-	✓
Cloud storage for up to 10 recordings	-	-	-	✓
Zoho Meeting app for iOS and Android	-	-	-	✓
Zoho Connect				
Social Media style Intranet with unlimited groups	-	-	-	✓
Task and Knowledge management	-	-	-	✓
External users access	-	-	-	5 external users per member
Forums	-	-	-	✓
Zoho Connect app for iOS and Android	-	-	-	✓
Zoho Showtime				
Remote session up to 10 members	-	-	-	✓
Instant polls	-	-	-	✓
Whiteboard and Screenshare	-	-	-	✓
Evaluation and survey	-	-	-	✓
Robust engagement analytics	-	-	-	✓
Zoho ShowTime Presenter App	-	-	-	✓
Zoho ShowTime Viewer App	-	-	-	✓