

Zoho Workplace - Plan Comparison

	MAIL LITE SIGN UP	MAIL PREMIUM SIGN UP	WORKPLACE STANDARD SIGN UP	WORKPLACE PROFESSIONAL SIGN UP
PRICING				
Billed Annually	AED 3.65 /User /Month AED 4.57 /User /Month	AED 14.6 /User /Month	AED 10.95 /User /Month	AED 21.9 /User /Month
Billed Monthly	Yearly subscriptions only	Yearly subscriptions only	AED 14.6 /User	AED 25.55 /User
Storage				
Mail Storage per user	5 GB 10 GB	50 GB	30 GB	100 GB
Retention storage per user	-	50 GB	-	100 GB
WorkDrive Team storage per user	-	-	10 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 1GB	up to 500 MB	up to 1GB
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	-	✓	-	✓
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	-	-	10 GB	10 GB
Files and folder sharing	-	-	✓	✓
Universal content search	-	-	✓	✓
External file sharing	-	-	Multiple external links per file	Multiple external links per file
Encryption at rest (256-bit AES) and SSL/TLS encryption	-	-	✓	✓
Preview 200+ file formats	-	-	✓	✓
Team folders	-	-	✓	✓
Granular access controls	-	-	✓	✓
Roles and permissions	-	-	✓	✓
Sub-folder level sharing	-	-	✓	✓
Unread notifications	-	-	✓	✓
Admin Dashboard	-	-	✓	✓
User management	-	-	✓	✓
Password protected links	-	-	✓	✓
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	✓	✓	✓	✓
Resource Booking	✓	✓	✓	✓
Calendar Sync	✓	✓	✓	✓
Group Calendars	✓	✓	✓	✓
Appointment Scheduling	✓	✓	✓	✓
Calendar on mobile	✓	✓	✓	✓

ToDo				
Tasks	✓	✓	✓	✓
Sub-tasks	✓	✓	✓	✓
Group tasks	✓	✓	✓	✓
Share tasks	✓	✓	✓	✓
Recurring tasks	✓	✓	✓	✓
Attachment support	✓	✓	✓	✓
Add mail as a task	✓	✓	✓	✓
Link task to mail	✓	✓	✓	✓
ToDo mobile app for Android and iOS	✓	✓	✓	✓
Notes				
Notes	✓	✓	✓	✓
Group Notes	✓	✓	✓	✓
Sticky Notes	✓	✓	✓	✓
Share Notes	✓	✓	✓	✓
Attachment support in Notes	✓	✓	✓	✓
Add Mail as Notes	✓	✓	✓	✓
Link Note to Mail	✓	yes	✓	yes
Mobile access to Notes via Streams app	✓	✓	✓	✓
Zoho Cliq				
Real-time messaging	✓	✓	✓	✓
Group Chat/Channels	✓	✓	✓	✓
Voice and Video calls	✓	✓	✓	✓
Maximum duration for audio/video messages and screen recordings	5 mins	5 mins	15 mins	60 mins
Zoho Cliq app for iOS and Android	✓	✓	✓	✓
Searchable messages	10000	10000	Unlimited	Unlimited
File storage	100 GB for org	100 GB for org	100 GB for org	100 GB per user
Max. participants per channel	100	100	100	20000
Max. participants per channel (external)	-	-	500	500
Threads	✓	✓	✓	✓
Audio & video meetings	Up to 100 participants	Up to 100 participants	Up to 100 participants	1000 active participants 10000 viewers
Maximum meeting duration	60 mins	60 mins	24 hours	24 hours
User provisioning and de-provisioning	✓	✓	✓	✓
Google/Google Apps sign-on	✓	✓	✓	✓

SAML based single sign-on (SSO)	✓	✓	✓	✓
Screen sharing	✓	✓	✓	✓
Remote Work	✓	✓	✓	✓
Read Receipts	✓	✓	✓	✓
Announcement channels	✓	✓	✓	✓
Reports	✓	✓	✓	✓
Rebranding	-	-	✓	✓
Custom Domain	-	-	✓	✓
Custom Email	-	-	✓	✓
External channels	-	-	5 channels per user license	5 channels per user license
Custom user roles and permissions	-	-	-	✓
User groups (Teams)	-	-	-	✓
Multi-team channels	-	-	-	✓
Exclusive security policy for teams	-	-	-	✓
Guest Chat	-	-	-	✓
Custom keyboard shortcuts	-	-	✓	✓
Text extraction from images	-	-	✓	✓
File cleanup management	-	-	✓	✓
Default channels and bots	-	-	✓	✓
Bulk team import	-	-	-	✓
IP restriction across clients	-	-	-	✓
On-demand chat summary	-	-	-	✓
Zoho Meeting				
Video Conferencing	-	-	Up to 10 participants	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 Vault				

Passwords	-	-	Unlimited	Unlimited
Attach unlimited files and documents (Max file size 2 MB)	-	-	✓	✓
Access from computers smartphones and tablets	-	-	✓	✓
Share passwords securely	-	-	✓	✓
Fine-grained and role-based permissions to view/edit/manage passwords	-	-	✓	✓
TOTP integration	-	-	✓	✓
Passwordless login (unlock vault with Zoho OneAuth Windows Hello TouchID Passkey and YubiKey)	-	-	✓	✓
One-click login to websites	-	-	✓	✓
Password generator	-	-	✓	✓
IP address restriction	-	-	✓	✓
Password assessment report	-	-	✓	✓
User access and activity reports	-	-	✓	✓
Cloud backup	-	-	✓	✓
Offline access	-	-	✓	✓
Import & export passwords	-	-	✓	✓
Mobile apps	-	-	✓	✓
Browser extensions	-	-	✓	✓