



Google Workspace Basics

PROUDLY PRESENTED TO

ROLIVHUWA MATSA

Course Modules

What Is Google Workspace • Google Workspace Vs Personal Google Tools • Cloud Computing (Beginner Level) • Google Workspace Tools • Accessing Google Workspace • Google Workspace Interface • Online Collaboration Basics of Google Workplace • File Ownership, Sharing, and Permission Control Features

30 April 2026

DATE

A handwritten signature in black ink, appearing to be "M. Matsa", written over a horizontal line.

SIGNATURE

EduCourse Director