Microsoft Office 2010: The Pros and Cons

The Pros

- **PowerPoint Broadcast**: This new feature enables users to show presentations remotely to anyone who uses a major Web browser.

- **Live Preview for Paste**: Save time by checking to see what different paste options look like before you commit to pasting.

- **User-Created Ribbon Tabs**: Collect and arrange your most frequently used commands in one place.

- **Lowest Office Prices Ever**: In addition to lower prices in general, users can now opt to purchase product key cards instead of physical discs. Although users will have to download the software from the Internet if they purchase a product key card, the savings are substantial.

- **Neat Multimedia Tricks**: In many cases, users will be able to embed images and videos the way they want them, without leaving the Office program.

The Cons

- **Office Web Apps**: Although they are free, anyone seeking no-cost Web-based productivity tools can do much better than Office's limited offerings with Google Docs, Zoho apps, or other online web-based apps.

- **OneNote Everywhere**: Microsoft's note-taking program is included in all versions of the suite, but its new level of organizing options can be confusing, and it isn't always the most intuitive collaboration tool.

- **64-bit edition**: It lacks some 32-bit features, and even Microsoft advises most customers to stick with 32-bit Office unless they absolutely need 64-bit's superior memory capacity for large jobs.

- **No 2007 Upgrade Pricing**: Although the 2010 edition is less pricey than its predecessors, Microsoft isn't cutting previous owners a break when they make the move to 2010.

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