# Gmail Sync Vs Outlook Sync 🔗

| Features | Gmail Sync | Outlook Sync |
|---|---|---|
| **Supported** | | |
| Chrome, Firefox | Yes | No |
| Outlook 2010, 2013, 2016, Office 365 (Desktop Versions ONLY Excluding MAC) | No | Yes |
| Using on Multiple Computers at the same time | Yes | No |
| **Email** | | |
| Manually Sync 1 Email | No | Yes |
| Automatically Sync Emails | Yes | No |
| Retro-Actively Sync Emails | No | Yes (Manually) |
| Time it takes to show up inside of Infusionsoft | 30 min - 2 hr | Immediately |
| **Sidebar** | | |
| Display Tasks & Appointments | Yes | Yes |
| Display Notes & Completed Tasks | Yes | Yes |
| Display Follow-up Sequence (Legacy) | Yes | Yes |
| Display Tags | Yes | Yes |
| Display Opportunities | Yes | No |
| Display All Contact Fields | Yes | No |
| Display Filebox | Yes | Yes |
| Add Tasks & Appointments | Yes | Yes |
| Add Notes | Yes | Yes |
| Add Person to Follow-up Sequence (Legacy) | Yes | Yes |
| Apply Tag (will trigger campaign goals for automation) | Yes | Yes |
| | | |

| Features | Gmail Sync | Outlook Sync |
|---|---|---|
| Add Opportunity | Yes | No |
| Add Files | Yes | Yes |
| Create Tag | Yes | No |
| Add people directly to a camapaign builder sequence | No | No |
| Show/Hide Areas of sidebar | Yes | No |
| Edit the Contact Record | Yes | No |
| **Calendar Not on Sidebar** | | |
| Sync Appointments from Infusionsoft to Plugin | Yes | Yes |
| Sync Tasks from Infusionsoft to Plugin | Yes | Yes |
| Sync Appointments from Plugin to Infusionsoft | No | Yes |
| Sync Tasks from Plugin to Infusionsoft | No | Yes |
| Time to wait on sync | 30min - 1hr | 30min - 1hr |
| **Date Format Settings (Appointment/Task will come in on the wrong day if this is not set correctly)** | | |
| Allow MM/DD/YYYY | Yes | Yes |
| Allow DD/MM/YYYY | Yes | Yes |