

AI Productivity Data Sheet

Your team's work, accelerated by AI.

Running a small business means every minute counts. Zoom Canvas, Sheets, Slides and Paper help you move from conversation to completion—without switching apps. AI captures meeting insights, drafts content, builds visuals, and keeps your work connected across meetings, chat, and projects. Create, analyze, and present—all in one place, with AI that already knows your business.

AI Companion

I found the best 30 minute window for the product touchpoint
Schedule for 9/5 at 1pm PST

Task
Send product draft outline

Set it up in minutes. Use it anywhere. No IT required.



Get started fast

Create documents, spreadsheets, and presentations instantly—no setup, no new logins, no IT required.



Save time on work that slows you down

AI turns meeting notes into structured docs, campaign trackers, and ready-to-share decks—so you can focus on decisions, not documentation.



Run everything in one place

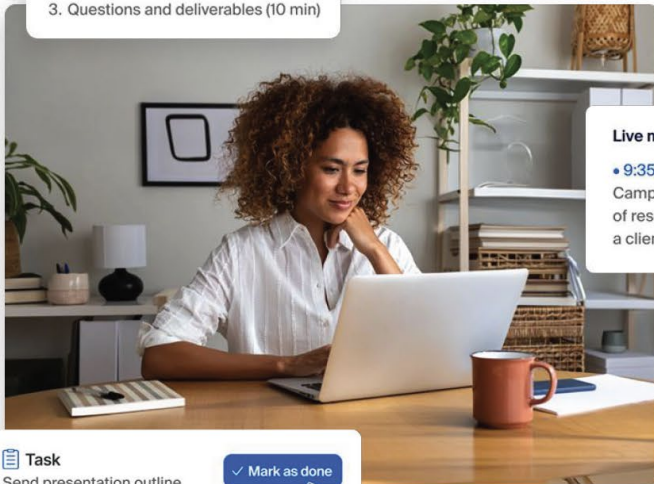
Canvas, Sheets, Slides and Paper live inside Zoom—connected to your meetings, chat, and projects. No more app-switching or lost context.

Meeting agenda

1. Project overview (10 min)
2. Project roles and specifics (10 min)
3. Questions and deliverables (10 min)

Work smarter with AI Companion

Included with Zoom AI Productivity apps—no per-user add-on cost



Capture meeting insights and turn them into editable docs



Ask questions in plain English to analyze data or build charts



Generate presentations from meeting discussions automatically



Keep everyone aligned with AI summaries and next steps



Auto-draft professional documents with AI assistance

A productivity suite built for how you actually work

Stay connected to your meetings

- AI transforms transcripts into structured docs, action items, and follow-ups
- Link meeting notes directly to project docs and dashboards

Save time with natural language

- Ask “show me campaign performance this quarter” to get instant charts
- Generate slides or tables from text prompts—no formulas or formatting needed

Create together, anywhere

- Real-time co-editing across Docs, Sheets, and Slides
- Comment, assign tasks, and track progress without leaving Zoom

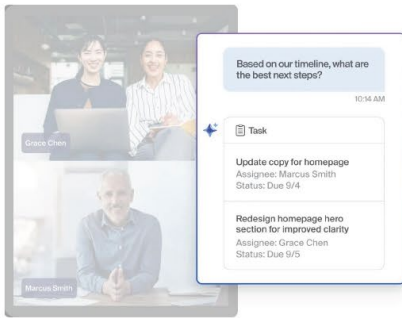
Count on every project

- Reliable performance with 99.999% uptime across Docs, Sheets, and Slides – so GGYour work is always accessible.
- Built-in version history and restore – never lose progress, even when collaborating live.
- Smart autosave and sync across devices – your latest work is always up to date.

Professional documents, print-ready

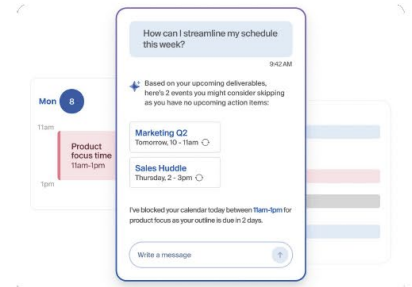
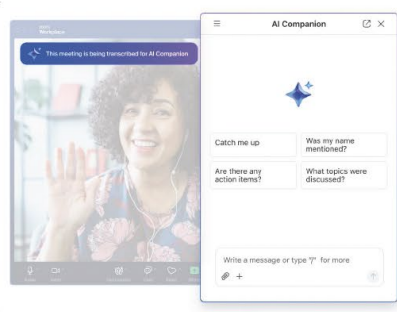
- Print-ready documents with margins, headers, footers, and page breaks
- Track changes with accept/reject workflow for collaborative review
- Enterprise templates for contracts, policies, reports, and proposals

How businesses use Zoom Canvas, Sheets, Slides & Paper



Marketing

Turn campaign kickoffs into briefs, create decks from strategy discussions, and visualize metrics instantly.



Professional Services

Summarize client calls, build client-ready presentations fast, and surface insights across multiple meetings.

Sales

Capture call notes automatically, build proposals from meeting context, and track deals with natural language.

Ready to get started? Book a demo today or visit our website to learn more.

Learn more