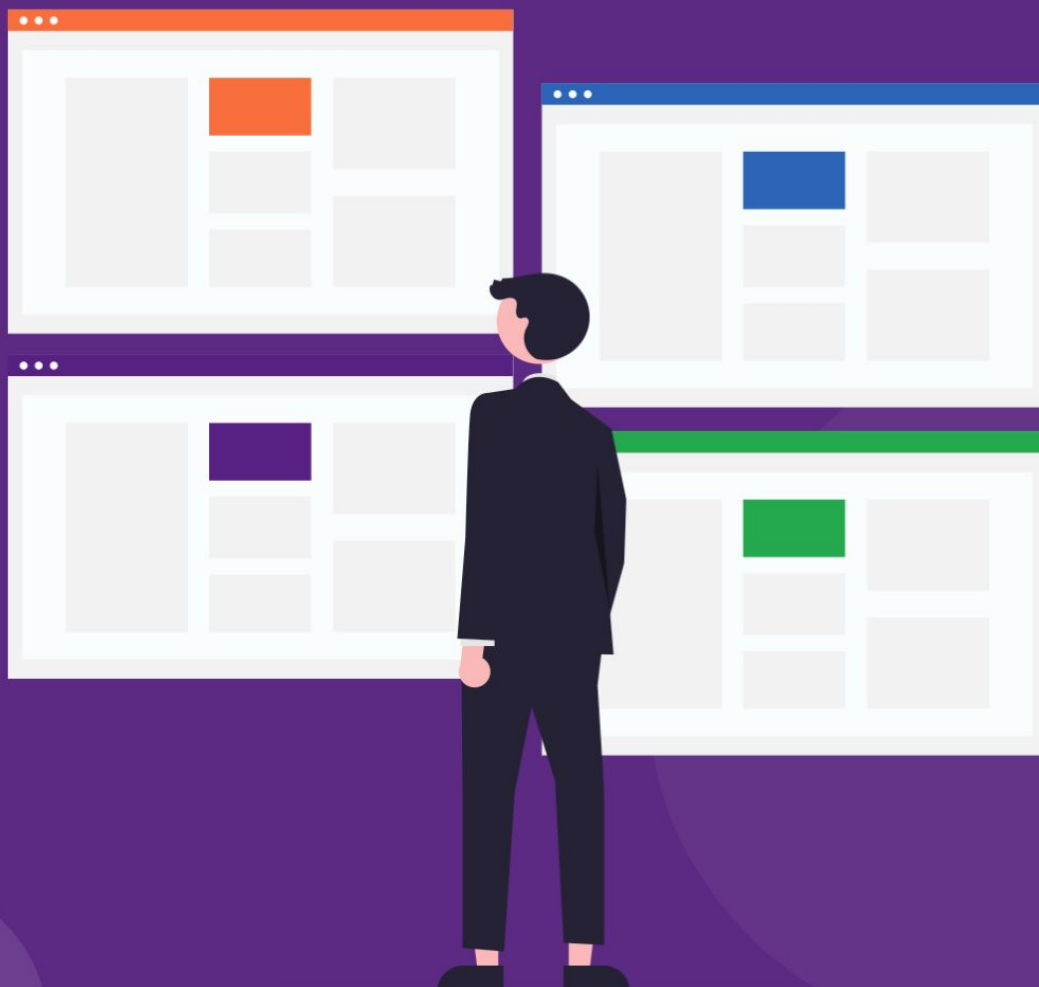


Feature Comparison

UPDATE MARCH 2025

How Collabora Online Compares against Microsoft 365



There are many well-known Online Office Suites to choose from, but why should you consider using Collabora Online, the enterprise-ready, LibreOffice-based Online Office Suite, over Microsoft 365? Our basic comparison guide will help you choose the right option for you.

Suite Comparison	Collabora Online	MS365 Online
Installation		
On Premise	✓	✓
Choice of Cloud	✓	✓
Vendor Hosts Competing SaaS	✗	✓
Product Offering		
Support SLA	✓	✓
Enterprise Roadmap for Customers	✓	✓
Open Source Community	✓	✗
Application Categories		
Text Documents	Writer	Word
Spreadsheets	Calc	Excel
Presentations	Impress	Powerpoint
Drawing Tool	Draw	Integrated - basic functionality only
Note Taking	✗	Onenote
Devices		
Windows	✓	✓
MacOS	✓	✓
Linux	✓	✓
Android	Open	Proprietary
iOS	Open	Proprietary
File Export		
EPUB for text documents	✓	✗
PDF	✓	⚠

Suite Comparison	Collabora Online	MS365 Online
Formats		
.docx, .doc (MSFT Document)	✓	✓
.xlsx, .xls (MSFT Spreadsheet)	✓	✓
.pptx, .ppt (MSFT Presentation)	✓	✓
.odt (Open Document Text)	✓	✓
.ods (Open Document Spreadsheet)	✓	✓
.odp (Open Document Presentation)	✓	✓
.odg (Open Document Graphics)	✓	✗
.rtf (Rich Text Format)	✓	✓
.csv / text files	✓	✓
.vsd (Microsoft Visio)	Read	Read
.pdf (Portable Document Format) - Read	✓	✓
.pdf (Portable Document Format) - Edit	✗	✗
Interoperability		
Fonts Dynamic Loading (remote font downloading or dynamic font loading in javascript)	✓	✗
WebP Support	✓	✓
Right to Left Support	✓	✓

Suite Comparison	Collabora Online	MS365 Online
Typical Third Party Integration Features		
Real-time Collaborative Editing	✓	✓
Collaborative Commenting	✓	✓
View and Revert to Previous Versions	✓	✓
Sharing and Access Control	✓	✓
Secure View	✓	✗
Integrated Chat & Conferencing	✓	✓
Data Encryption at Rest and In-Flight	✓	✓
Two Factor Authentication	✓	✓
External Storage	✓	✗
Mail	✓	✓
UX and Ease of Use		
Contextual Toolbars	✓	✓
Sidebar with Detailed Formatting	✓	✓
Modern Friendly User Interface	✓	✓
Classic Compact Style	✓	✗
Colour Theming Options	✓	✓
Company Branding	✓	✗
Document Properties & Passwords	✓	✗
Screen Reader Friendly	✓	

Suite Comparison	Collabora Online	MS365 Online
File Formats		
.docx, .doc (MSFT Document)	✓	✓
.odt (Open Document Text)	✓	✓
.rtf (Rich Text Format)	✓	✓
Collaboration & Interoperability		
Manage Changes	✓	✓
Review Comments	✓	✓
Compare Documents	✗	✗
Merge Documents	✗	✗
Control Track Changes	✓	✓
Editing		
Prints as Seen on Screen	✓	✗
Position Images on Page	✓	⚠
Document Structure/Outline	✓	✓
Shortcuts for Styles	✓	⚠
Find and Replace		
Regex Matching	✓	✗
Similarity Search (exchange add/ remove chars)	✓	✗
Diacritic Sensitive	✓	✗
Kashida Sensitive	✓	✗
Search Through Comments	✓	✗
Search Through Current Selection Only	✓	✗
Replace Backwards	✓	✗
Search History	✓	✗
Search for All Matching	✓	✓
Search by Attribute/Format	✓	✗
Whole Words	✓	✓

Suite Comparison	Collabora Online	MS365 Online
Formatting		
On-printing Characters Display	✓	✓
Fonts	✓	✓
Embedded Fonts (viewing)	✓	✓
Embedded Fonts (embed option)	✓	✗
Font Outline, Hidden, Shadow, Relief	✓	✗
Font Spacing/Kerning	✓	✗
Font Scaling	✓	✓
Font Rotation	✓	✗
Drop Cap	✗	✗
Bullets & Numbering	✓	✓
Insert Special Characters	✓	✓
Insert Fields: Page Number, Count etc.	✓	✓
Insert Fields: Other	✓	✗
Insert Frame	✓	✗
Advanced Frame Options	✓	✗
Bookmarks Use	✓	✓
Cross Reference	✓	✓
Hyperlink Support	✓	✓
Theme	✓	✓
Character Styles		
Insert Ligatures	✓	✗
Renders Ligatures	✓	✓
Transparency	✓	✗
Overlining	✓	✗
Strikethrough	✓	Nearly as good
Underlining	✓	Nearly as good
Relief	✓	✗

Suite Comparison	Collabora Online	MS365 Online
Character Styles cont.		
Outline	✓	✗
Shadow	✓	✗
Rotation	✓	✗
Super/Subscript	✓	✓
Raise/Lower by Percentage	✓	✗
Character Spacing	✓	✗
Character Scaling	✓	✗
Hyperlink	✓	✓
Hyperlink Within Document	✓	✓
Hyperlink Visited/Unvisited Styling Options	✓	✗
Hyperlink Events	✓	✗
Highlighting	✓	✓
Page Styles		
Paper Format Presets	✓	✓
Custom Page Size	✓	✓
Adjustable Gutter	✓	✗
Color Background	✓	✓
Advanced Background Formatting	✓	✗
Background Transparency	✓	✗
Image Options		
Image Anchoring	✓	✗
Wrap Text	✓	✓
Alt Text	✓	✓
Relative Positioning	✓	✗
Protect Image Position/Size	✓	✗
Add Hyperlink to Image	✓	✗
Replace Image	✗	✓

Suite Comparison	Collabora Online	MS365 Online
Rich Content		
Insert Chart	✓	✗
Insert Graphic	✓	✓
Insert Table	✓	✓
Form Field Forms	✓	⚠
Add Links to Shapes	✓	✗
Text Document Features		
Columns	✓	✓
Protected Text/Sections	✓	✗
Watermark	✓	✗
Edit Multi-Line Form Fields	✓	✗
Line Numbering	✓	✗
Content Control: Rich Text, Checkbox, Dropdown, Picture, Date	✓	✗
Adjustable Column Separator Style	✓	✗
Table of Contents		
TOC	✓	✓
Insert Index	✓	✗
Protect Against Changes	✓	✗
Create from (Heading, Style, Entries)	✓	✗
Custom Formatting/Style	✓	✗
Miscellaneous		
Thesaurus	✓	✗
Linking API (Cross Document Referencing)	✓	✗
EPUB Export	✓	✓
Zotero / Bibliography Integration	✓	✗
Compare Documents	✓	✗
Password Protected Documents	✓	✗
Accessibility Checker	✓	✓
Open Source Privacy Respecting Grammar Checker (Language Tool)	✓	✓

Suite Comparison	Collabora Online	MS365 Online
PDF Export Options		
Hybrid PDF	✓	✗
Fill-able PDF Form Creation	✓	✗
PDF/A	✓	✗
Advanced PDF/A Options	✓	✗
Page Ranges	✓	✗
Image Compression Options	✓	✗
Add Watermark to PDF	✓	✗
Submit Button Format	✓	✗
Comments as PDF Annotations	✓	✗
Comments in Margin	✓	✗
Export X-Object	✓	✗
Export Bookmark as Named Destination	✓	✗
Convert Document References to PDF Targets	✓	✗
Export URL Relative to Filesystem	✓	✗
Default Mode	✓	✗
Encryption	✓	✗
RTL Support	✓	✓
Electronic PDF Signing	✓	✗



Suite Comparison	Collabora Online	MS365 Online
Formats		
.xlsx .xls (Excel Spreadsheet)	✓	✓
.csv / Text Files	✓	✓
.ods (Open Document Spreadsheet)	✓	✓
Collaboration & Interoperability		
Commenting	✓	✓
Editing		
Undo/ Redo	✓	✓
Cut/ Copy/ Paste	✓	✓
Insert Row/ Column	✓	✓
Set Optimal Row Width	✓	✓
Adjust Column/ Row Size	✓	✓
Find and Replace		
Regex Matching	✓	✗
Similarity Search (Exchange Add/ Remove Characters)	✓	✗
Diacritic Sensitive	✓	✗
Kashida Sensitive	✓	✗
Search Through Comments	✓	✗
Search Through Current Selection Only	✓	✗
Search History	✓	✗
Search for All Matching	✓	✓
Search Within Formula/Value	✓	✓



Suite Comparison	Collabora Online	MS365 Online
Formatting		
Remove Formatting	✓	✓
Fonts	✓	✓
Embedded Fonts (Viewing)	✓	✓
Embedded Fonts (Embed Option)	✓	✗
Fonts Outline, Hidden, Shadow, Relief	✓	✗
Font Spacing/ Kerning	✓	✗
Font Scaling	✓	✓
Font Rotation	✓	✓
Number Formatting	✓	✓
Custom Formats	✓	✓
Borders	✓	✓
Header/Footer Details	✓	✗
Hyperlink Support	✓	✓
Theme	✓	✓
Alignment	✓	✓
Character Styles & Formatting		
Insert Ligatures	✓	✗
Renders Ligatures	✓	✗
Transparency	✓	✗
Overlining	✓	✗
Strikethrough	✓	✓
Underlining	✓	✓
Relief	✓	✗
Outline	✓	✗
Shadow	✓	✗



Suite Comparison	Collabora Online	MS365 Online
Character Styles & Formatting cont.		
Rotation	✓	✓
Super/Subscript	✓	✓
Raise/Lower by Percentage	✓	✗
Character Spacing	✓	✗
Character Scaling	✓	✗
Hyperlink	✓	✓
Highlighting	✓	✓
Page Styles		
Paper Format Presets	✓	✓
Custom Page Size	✓	✓
Adjustable Gutter	✓	✗
Color Background	✓	✓
Advanced Background Formatting	✓	✗
Background Transparency	✓	✗
Image Options		
Image Anchoring	✓	✗
Wrap Text	✓	✓
Alt Text	✓	✓
Relative Positioning	✓	✗
Protect Image Position/Size	✓	✗
Add Hyperlink to Image	✓	✗
Replace Image	✗	✓
Rich Content		
Insert Chart	✓	✓
Insert Graphic	✓	✓
Add Links to Shapes	✓	✗



Suite Comparison	Collabora Online	MS365 Online
Spreadsheet Features		
Formula Bar	✓	✓
Statistic Tools	✓	✓
User Defined Names	✓	✓
Freeze Panes	✓	✓
Cell Protection	✓	✓
Row / Column Grouping	✓	✓
Auto-Filter	✓	✓
Multi-Column Data Sorting	✓	✓
Pivot Table	✓	✓
Statistical Tools	✓	✓
Data Validation	✓	✓
Conditional Formatting	✓	✓
Define/Manage Names	✓	✓
Use Defined Names	✓	✓
Define/Manage Print Areas	✓	✓
Show Formulas	✗	✓
FlashFill	✗	✗
Remove Duplicates	✗	✓
HTML Formula Input Bar	✓	✓
Sparklines	✓	✓
Giant Spreadsheets – 1 Million Rows, 16k Columns	✓	✓
Chart Data Table	✓	✗
Limited VBA Support	✓	✗



Suite Comparison	Collabora Online	MS365 Online
Miscellaneous		
Spellchecker	✓	✗
Linking API (Cross Document Referencing)	✓	✗
Password Protected Documents	✓	✓
Sheet View	✗	✓
Accessibility Checker	✓	✓
PDF Export Options		
Hybrid PDF	✓	✗
Fill-able PDF Form Creation	✓	✗
PDF/A	✓	✗
Advanced PDF/A Options	✓	✗
Page Ranges	✓	✗
Image Compression Options	✓	✗
Add Watermark to PDF	✓	✗
Submit Button Format	✓	✗
Comments as PDF Annotations	✓	✗
Comments in Margin	✓	✗
Export X-Object	✓	✗
Export Bookmark as Named Destination	✓	✗
Convert Document References to PDF Targets	✓	✗
Export URL Relative to Filesystem	✓	✗
Default Mode	✓	✗
Encryption	✓	✗
RTL Support	✓	✓

Suite Comparison	Collabora Online	MS365 Online
Formats		
.pptx .ppt (MSFT Presentation)	✓	✓
.odp (Open Document Presentation)	✓	✓
.vsd (Microsoft Visio)	Read-only	✓
.pdf (Portable Document Format)	Read	Read
Export Options		
.pptx	✓	✓
.odp	✓	✓
.odg	✓	✗
.ppt	✓	✗
.pdf	✓	✓
PDF/A	✓	✗
.jpeg	✗	✓
.png	✗	✗
.svg	✗	✗
.ppsx	✗	✗
.potx	✗	✗
.html	✓	✗
Other		
Insert Comment	✓	✓
Link to Slide	✗	✓
Embed Presentation Using iframe	✗	✓
Accessibility Checker	✗	✓
Embed Fonts	✓	✗
Editing		
Print as Seen on Screen	✓	✓
Undo/ Redo	✓	✓
Cut/ Copy/ Paste	✓	✓
Find and Replace	✓	✓
Zoom	✓	✓



Suite Comparison	Collabora Online	MS365 Online
Editing cont.		
Fit Slide to Current Window	✗	✓
Show Grid	✓	✗
Enable/Disable Snapping to Grid	✓	✗
Repair Document	✓	✗
Formatting		
Fonts (View Embedded)	✓	✓
Fonts (Embed Into Document)	✓	✗
Font Size, Color, Common Attributes	✓	✓
Font Outline and Shadow	✓	✗
Font Spacing / Kerning	✓	✗
Font Rotation	✓	✓
Highlighting	✓	✓
Alignment	✓	✓
Basic Bullets	✓	✓
Numbering	✓	✓
Insert Special Characters	✓	✓
Change Themes	✓	✓
Set Background Image	✓	✗
Hyperlink Support	✓	✓
Rich Content		
Shape Catalogue	✓	✓
Shape Formatting: Transparency	✓	✓
Shape Formatting: Gradients	✓	✗
Shape Formatting: Shadow	✓	✓
Shape Formatting: Preserve Aspect Ratio	✓	✓
Shape Formatting: Slant/Corner Radius	✓	✗
Shape Formatting: Wide Array of Line Styles	✓	✗
SmartArt	View	✓
Insert Chart	✓	✗
Insert Table	✓	✓

Suite Comparison	Collabora Online	MS365 Online
Rich Content cont.		
Insert Graphic/ Image	✓	✓
Insert Text Box	✓	✓
Insert Media	✓	✓
Insert Fontwork	✓	✗
Insert Cameo	✗	✓
Insert Footer	✓	✓
Edit Chart	✓	✓
Presentation Features		
Slide Show	✓	✓
Add Slide	✓	✓
Slide Layout	✓	✓
Layout Comparison	✗	✓
Slide Template Master Choice	✓	✓
Slide Master Formatting	✓	⚠
Footer	✓	✓
Duplicate Slide	✓	✓
Hide/Show Slide	✓	✓
Delete Slide	✓	✓
Slide Sorter	✗	✓
Animations	✓	✓
Transitions	✓	✓
Interaction	✓	✗
Shadows for Tables	✓	✗
Shape Effects	✓	⚠
Presenter Mode	✗	✓
Rehearse with Coach	✗	✓
Automatic Subtitle (Live Captions)	✗	✓
Notes View	✓	✓