

# How to avoid overlap

If you're confused about Office 365 features, you're not alone. Something we're hearing from customers is that some of these features overlap, but there are clear differences that make them individually valuable. Here are two of the most common overlap concerns.

## Yammer vs Teams

Many organizations are trying to understand why they should choose Yammer over Teams. But they have distinct uses.

For instance, Teams usually only involve six to eight people who jointly work on a specific project. Yammer on the other hand, is the place where people can ask public questions to wider audiences, including the whole organization.

In both Yammer and Teams you can have private or public groups or teams. Private teams can only be joined if the team owner adds you to them. Public teams however, can be joined without getting approval from the team owner. Once joined, you're ready to contribute.

## SharePoint vs OneDrive

OneDrive is a cloud storage service for files and documents. The main idea is that you can easily access all your saved documents from multiple devices. You save them once but can securely access them from everywhere. On the other hand, SharePoint is a collaboration platform where people come together to jointly edit documents at the same time. This includes people from outside your organization, something that isn't possible with OneDrive. SharePoint also allows more extensive development and personalization than OneDrive, and organizations can use SharePoint to create entire portals and intranets.

Many businesses are making the decision to pick one feature over another to avoid confusing people. The roadmap is key to avoiding this confusion because you can introduce one feature before the other – giving enough time and resources for people to adopt and adapt. This is where change enablement comes in.

