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|  | Software suites | Integrated packages |
| Characteristics | * Bundle together variety of general purposes SW applications
 | * Integrated packages offer enough functions and features for

 many computer  users. |
| Examples | Microsoft office, open office, E-mail. | Microsoft Works, Lotus eSuite |
| Advantages | * less than the total cost of buying its individual packages separately
* Use a similar GUI of icons and tools like Microsoft office.
* Share common tools such as spell checkers and help wizards.
* Their programs designed to work together .
 | * Take a low disk space.
* Low cost
 |
| disadvantages | * Take up a lot of disk space.
* They are sometimes derisively called bloatware.
* most end users never use

many software suite features | * less power
* limited functionality
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