

Digital Annotation Tools

COMPARISON OF FEATURES

	Bb Annotate	Adobe Reader	Google Drive	iAnnotate
Type of application				
Web	✓		✓	
Desktop		✓	Using Google File Stream	
Mobile (iOS/Android)		✓	✓	✓ (iOS Only)
Mark up tools				
Add comments	✓	✓	✓	✓
Reply to comments	✓	✓	✓	
Add images in a comment		✓		✓
Highlight text	✓	✓	✓	✓
Underline text	✓	✓	✓	✓
Strikethrough text	✓	✓	✓	✓
Copy text	✓	✓	✓	✓
Add note to replace text		✓	✓	
Add text or text box	✓	✓	✓	✓
Freehand pen/draw annotations	✓	✓		✓
Add a line, arrow, shape or stamp	✓	✓	Using Google Drawings	✓
Change color of annotations	✓	✓		✓
Record audio / video feedback	✓	✓	With Google Add-Ons	✓
Attach file to comments/document	✓	✓	✓	
Use @ to mention reviewers		✓	✓	
Tablet stylus compatibility	✓	✓		✓
File editing tools				
Remove, add, rotate pages		✓	✓	✓
Track changes		✓	✓	
Convert files to PDF		✓	✓	✓
Administrative options				
Automatic saving	✓	✓	✓	✓
Download for offline access	✓	n/a	✓	✓
Time-limit to annotate	Annotation sessions expire after one hour.	n/a	n/a	n/a
Supported file types				
Google (Docs / Slides / Sheets)			✓	
Microsoft® Word (DOC, DOCX)	✓	✓	✓	✓
Microsoft® PowerPoint® (PPT, PPTX)	✓	✓	✓	✓
Microsoft® Excel® (XLS, XLSM, XLSX)	✓	✓	✓	✓
PDF	✓	✓	✓	✓
Images	✓	✓	✓	✓