

AI Assistant Comparison Guide (2026)

A quick reference to help professionals choose the right AI assistant for work.

Feature	ChatGPT	Claude	Gemini	Microsoft Copilot
Best For	General productivity	Writing & analysis	Google Workspace	Microsoft 365
Strength	Versatile	Long-form reasoning	Google integration	Office integration
Ideal User	Most professionals	Writers & researchers	Google users	Microsoft users
Free Version	Yes	Yes	Yes	Limited
Paid Plan	Yes	Yes	Yes	Yes
Typical Tasks	Emails, coding	Reports, PDFs	Docs, Gmail	Word, Excel, PPT
My Rating				

Quick Decision Guide

- Use ChatGPT if you want the most versatile AI assistant.
- Use Claude for long reports, analysis and document review.
- Use Gemini if you work mainly in Google Workspace.
- Use Microsoft Copilot if your organization uses Microsoft 365.

Recommendation: Master one assistant before switching between multiple tools.