Before you switch an AI connector on: eight questions

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How to use it. Answer these eight questions before anyone connects a company account, together with whoever administers your accounts. As of November 2026, the vendor pages behind the article's tables answer most of them for each assistant; where they do not, ask the vendor before staff use the connector with client data.

The eight questions

1. **Which account signs in?** A personal account or a work account. Claude now connects personal Outlook.com accounts on Free, Pro, Max and Ultra, with write tools and no administrator step.

   Answer and owner:

2. **What do the connector's permissions allow?** The system-side permission sets the ceiling. ChatGPT requests Google's gmail.modify permission, which Google describes as allowing sending; Microsoft describes Copilot's Google Drive connector as indexing files for search.

   Answer and owner:

3. **Who can switch writes on?** An administrator in ChatGPT Enterprise and Business Central; an owner in Claude; in Gemini Enterprise, whoever sets up the data store chooses its actions.

   Answer and owner:

4. **What asks first, and who can turn that off?** Check the approval table in the article for your assistant.

   Answer and owner:

5. **Which plan does it need?** Several cells depend on it: Gemini Enterprise, a Microsoft 365 Copilot licence, a Salesforce edition.

   Answer and owner:

6. **What does the administrator see?** Business Central records who performed each action; check what the assistant itself logs.

   Answer and owner:

7. **How do you disconnect?** Find the switch for each user and for the whole company before rollout.

   Answer and owner:

8. **What happens to the data?** Where it is processed, how long it is kept, and whether it trains the assistant.

   Answer and owner:

On question 8

The pages read give the location for only some routes: Gemini Enterprise's HubSpot connector, for example, runs in global, US or EU locations. No page read for the article says a connector keeps all data in the EU.

Where this comes from

Vendor help pages read between October 17 and November 20, 2026, listed as Notes 1, 4–6, 10, 13, 19, 21–22, 24–25, 29–30 and 32 in the article. Connectors and defaults change often: the full tables, with a checked date per row, are in the article.