

## MY Documents A Secured File Portal to Your World

Business runs on information being shared between parties – clients, customer, vendors, and partners. The good news is more information than ever can be sent via the internet for effective and efficient transfer of documentation and data. However, concerns regarding data security and a secure IT Cloud Environment are still the #1 issue on people's minds. We have all read about situations where large corporations and even government agencies have had encrypted data and documents stolen by sophisticated hackers. Nothing is 100% secure, but MY Documents is the only File Sharing solution to use 2-Factor Authentication SSL/VPN providing a strong security layer in addition to encryption.

Does your business send or receive sensitive files with credit card information, social security numbers, financial accounts/information, or other company confidential information? If so, MY Documents provides your business with a secured file portal that shows you are taking Data Privacy to the Next Level – a powerful message to the market.

- **Advanced Forensic Monitoring**- Real time tracking on all activities and versioning on all documents
- **Advance Drag and Drop** - Sync files to special folders and sync folders to specific computers and people for seamless collaboration
- **Advanced Permission Setting** – Allow establishment of individual resource access criteria
- **HTML Viewer** - Review any document in any format on any device
- **Advanced Search Techniques**- Perform more complicated searches by using the free text criteria format
- **Powerful Workflow Engine** – Sequence individuals to review and edit documents, create discussions
- **Public API** – Ability to easily connect with any legacy system to maximize existing IT infrastructure resulting in lower deployment cost
- **Instant Notification** - Sender and Receiver of files are instantly notified via a chosen device that files have transferred which improves productivity
- **Google and Outlook Integration** - Email sync to upload and retain important communication.
- **Advanced Security** – Multiple methods of Strong 2 Factor Authentication via drop down menu with token and token-less solutions.
- **Enables Compliance** - Ideal for any Organization that must meet High Regulatory Standards (Such as HIPPA, SOX and GLBA)
- **Branded Portal**- Your own unique internet portal access using your business logo, colors, URL and name to ensure your company receives high visibility to drive brand recognition
- **Mobile / BYOD** – Access your documents anytime, anywhere on any device
- **Hosted Solution** – We manage the entire 100% Cloud solution using our proprietary SSL/VPN Tunneling architecture in conjunction with our proprietary Invisible Cloud Token technology



## The Paperless Environment in Support of True Collaboration



### Secured Document Management Made Easy

Advance Forensic Document Monitoring and Permission Setting  
Document View Capabilities from any Device  
Advance Optical Character Read and Document Search Capabilities  
Simple Drag & Drop of Files  
Electronic File Sharing for Importing/Exporting Documents from External Sources