

Product Overview - ShareBase

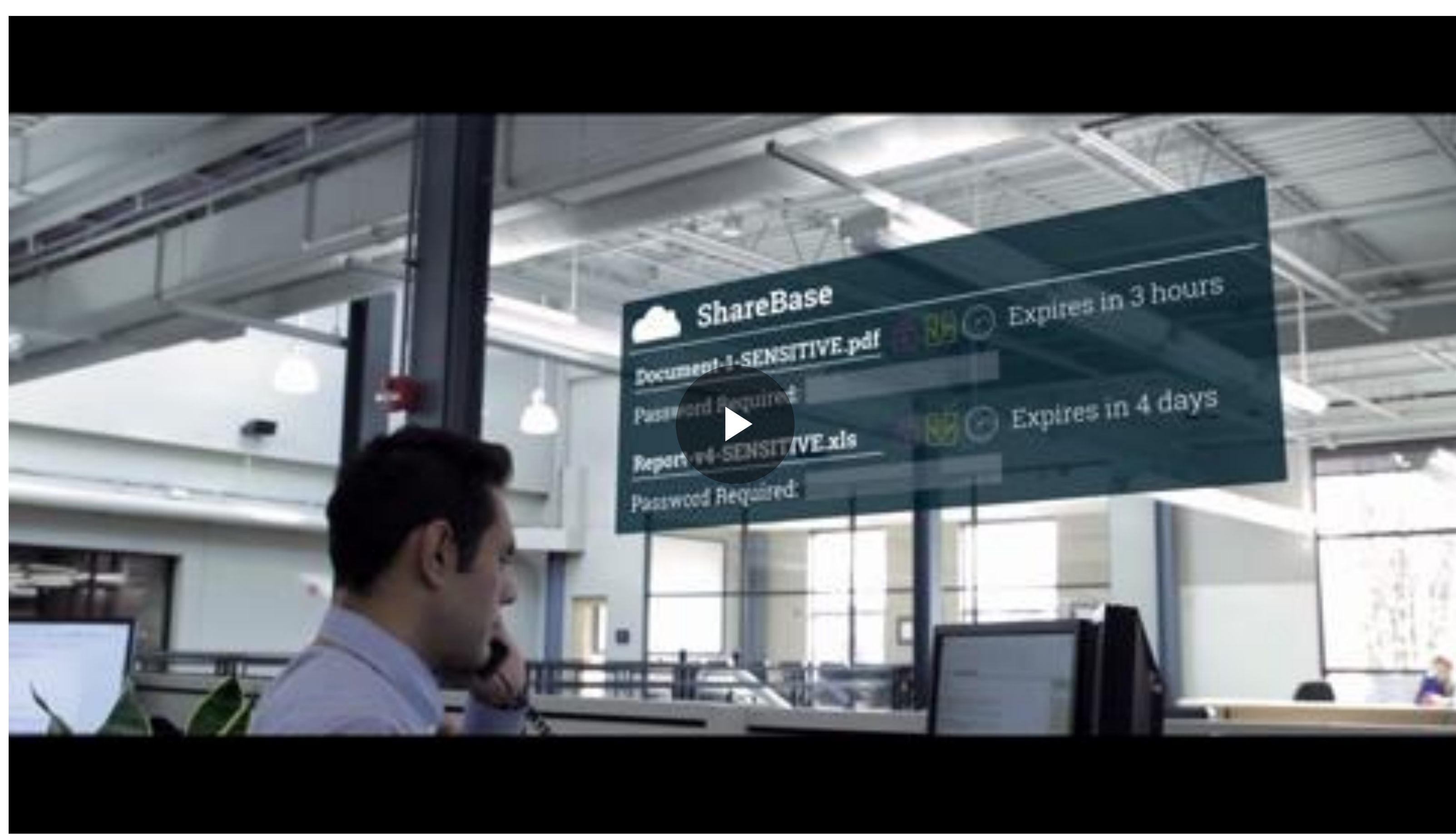
Automate sharing. Empower users. Retain control.

Empower users to share while retaining control

Many processes require your employees to share and collaborate on documents with people inside and outside of your organization.

This leads to costly sharing solutions — like maintaining hard-to-manage tools or employees using their own sharing methods that are out of your control. You need a product that becomes your corporate standard, created with the enterprise in mind. It needs to be simple to manage and provide you with complete control. Just as importantly, you need a tool that fits the needs and expectations of each user.

ShareBase by Hyland is an enterprise file-sharing product that provides secure, cloud-based sharing while ensuring your organization retains ownership and control.

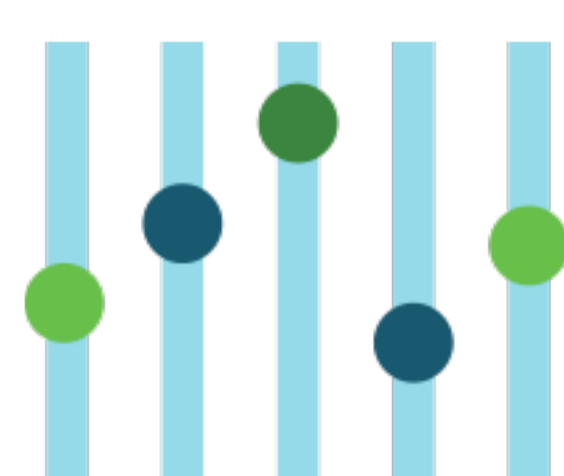


Discover the benefits of ShareBase

Gain control over sharing

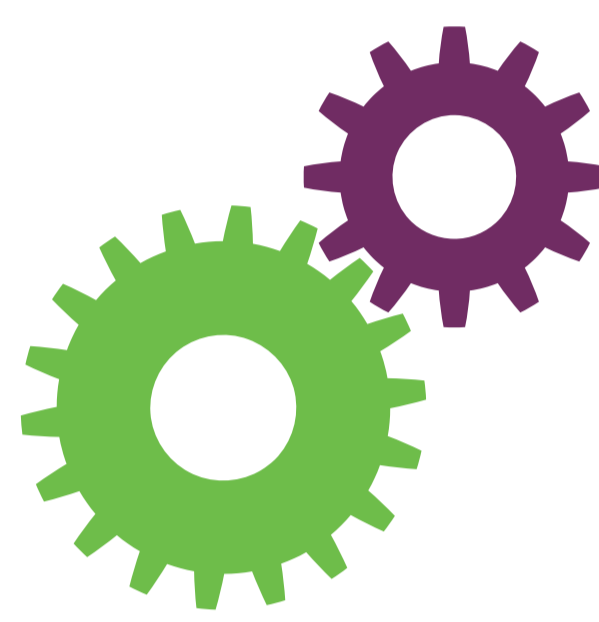
With ShareBase, administrators create and manage approved accounts for each deployment, with the ability to manage users from within your identity provider (IdP) product. This ensures your organization retains ownership of any shared information. When users leave your organization or change roles, administrators can easily revoke or transfer rights, mitigating the risk of unauthorized access and ensuring continuity during personnel transitions.

Administrators can also restrict sharing by controlling maximum file-sharing permissions and expirations, either for all users or specific user groups. Additionally, they can limit external sharing and create libraries of corporate content over which they have complete control.



Simple transfer of ownership during personnel transitions

When a ShareBase user changes roles, the administrator easily reassigns users to their shared folders.



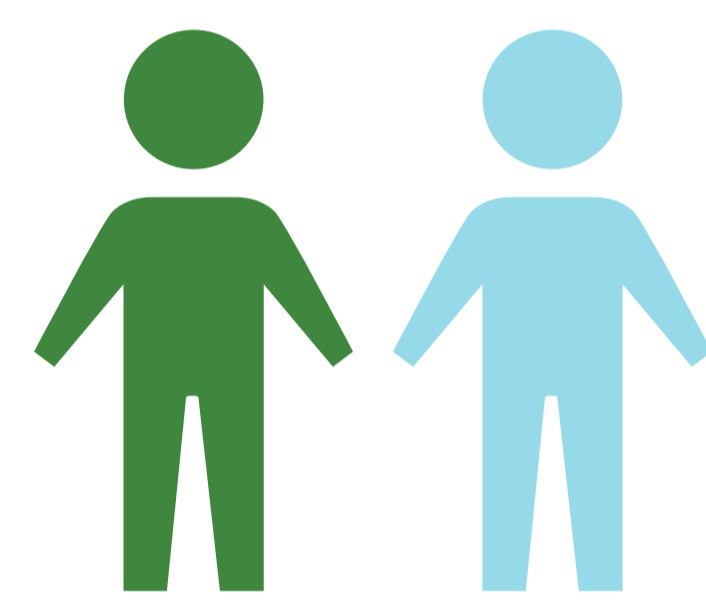
Empower your users to share, search and work better

User adoption is essential to setting any corporate standard, and ShareBase is secured for IT but optimized for user experience. ShareBase provides a simple experience to store, search for and share content securely. Users can set permissions per each share of each document; leverage password protection for external shares; and set shared documents to expire. Moreover, users can access content and share from anywhere, using a web browser. Windows users can even access their own content offline from their desktop and subscribe to specific shared content for offline access. Leveraging tagging capabilities and familiar folder structures, users can personally organize owned content for easy retrieval.

ShareBase also improves collaboration. Users can easily edit files directly within the file's native application, with each saved change creating a new document version in ShareBase and giving all users with the appropriate permissions easy access to all document versions alongside each file. With intuitive chat features for commenting, ShareBase tracks related conversations and allows users to subscribe to notifications as they collaborate on content. Email Digest also enables users to receive a summary of most recent notifications via email. Additionally, ShareBase provides an uneditable activity trail leading to improved insight throughout collaboration as well as improved corporate security.

Searching for documents couldn't be easier in ShareBase. The Search functionality enables users to find documents anywhere in ShareBase—regardless if the document was shared directly with a user, placed in a corporate library, or stored in their files. Users can search for documents by text in a file, file name, tags, file type and creator of the document.

ShareBase is designed corporate-first and enterprise-ready, built to be your corporate sharing standard.



Dig deeper into the benefits of ShareBase

[Explore ShareBase features »](#)

See ShareBase in Action



ShareBase Security Quick Facts

Security and the cloud don't have to be at odds

Download the brochure to learn:

How we build and secure our networks

How we certify our cloud to meet your needs

How we secure your content, including encryption and back-ups

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