

Sharing Documents in the Cloud with the Documents Cloud Service

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Introduction

Today's world doesn't sleep. Having 24/7 access to business-critical information for you and your team is not only expected, but required to stay competitive. Consumer-level file-sharing options have crept into the workplace, leaving your company vulnerable to security breaches and compliance problems.

The challenge is to provide access to files for people constantly on the move, simply and without compromising security. Oracle Documents Cloud Service is an enterprise level file sync and share service available in Oracle Cloud. Because it's built for collaboration, it's simple. Because it's Oracle, it's secure. Because it's in the cloud, it's everywhere.

Simple

Oracle Documents Cloud Service lets you quickly and easily share information without risking your critical business assets. Anything you store in Oracle Documents Cloud Service is available to you wherever you are, using whatever device you have handy. That means you can work with the tools you're comfortable using—a web browser or mobile app—without any special training.

Secure

With Oracle Documents Cloud Service, you have the convenience of collaborative access without the risk associated with consumer products. Enterprise encryption, auditing, tracking, permission controls, and automatic backups keep your information safe.

Your data and documents are completely isolated and secure, with separate database schemas and identity domains for each tenant. For additional security, Oracle Documents Cloud Service supports strong encryption, both at rest and in transit.

Everywhere

Do you have your phone with you? Then you can approve a contract. No network connectivity for your tablet? Edit a document and sync when you get online. With support for your iPhone, iPad, and Android mobile devices, along with desktop sync for both Mac and Windows computers, Oracle Documents Cloud Service doesn't care how you visit the cloud. You just need to know it's always there—for you and everyone you collaborate with.

- **Web Browser:** Like every other aspect of today's life, you can use the Internet to change the way you do business. Use your favorite web browser to search for, organize, share, and view the files you need. There's nothing to install, and the intuitive user interface means more people will use it and be productive, right from the start.
- **Desktop:** The desktop sync client lets you keep your critical files on multiple computers and have them automatically sync when you're online. You can use a Mac or a Windows

computer. It doesn't matter. Oracle Documents Cloud Service has a desktop sync client for both.

- **Mobile:** Download the latest contract to your iPad for review before you lose network connectivity, or access current sales figures from your Android phone in the taxi. When being up to date is critical, Oracle Documents Cloud Service has apps for your iPhone, iPad, and Android devices.

Integration

Oracle Documents Cloud Service integrates with other Oracle Cloud services for easy document sharing and collaboration in context. For example, your sales portal could associate each sales opportunity with its own shared folder in Oracle Documents Cloud Service so that the sales team always has access to the latest content from the web, mobile device, and desktop. Or, embed the Oracle Documents Cloud Service web interface into your custom applications so your team can manage their folders and documents directly within the context of their existing tasks.

When Oracle Documents Cloud Service is used along with Oracle WebCenter Content, you have a truly comprehensive hybrid enterprise content management solution, with a unified ECM infrastructure and security from a single vendor.

Oracle Cloud provides breadth and depth of services across Software-as-a-Service (SaaS), Platform-as-a-Service (PaaS), and Infrastructure-as-a-Service (IaaS) offerings. As an Oracle PaaS offering, Oracle Documents Cloud Service works seamlessly with other Oracle Cloud services. And, the developer platform lets you integrate your custom applications through embeddable user interfaces and REST APIs.

Access

Your IT staff can manage access to Oracle Documents Cloud Service with a shared identity domain management (IDM) system to make access across the enterprise easier to grant, revoke, and change. Individuals can assign permissions at the file level for more granular access to critical documents. When collaborating with partners and outside vendors, you can provide links to files so everyone has the right level of access. You can also maintain oversight by monitoring who accessed which files and when.

Control

Your IT staff has enough to do. With Oracle Documents Cloud Service, Oracle does the heavy lifting while you keep control of your information.

You work with your IT staff to determine who has access to Oracle Documents Cloud Service for your company. Decide how much storage and how many users you need, and Oracle sets up your service for you.

You control the types and maximum size of files that people can store. You also control individual storage quotas. We even provide usage reporting so you know who accesses which files and when.

If you need to add more space or additional users, it's easy. If demand on your system increases, Oracle works to ensure performance remains at peak levels for you—all behind the scenes.

Oracle Documents Cloud Service works with you and grows with your company needs.

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