Colligo Briefcase for iOS

SharePoint Productivity On-the-Go

iOS

Colligo Briefcase for iOS gives iPad and iPhone users a **"Single pane of glass"** into multiple repositories like SharePoint, Office 365 and OneDrive for business

Benefits for end-users:

- Provide access to the content employees need, regardless of connectivity, thanks to offline caching.
- Access, edit, upload and share SharePoint content, from documents to images to emails.
- Boost mobile worker productivity and foster collaboration with easy to use search and share tools.

Benefits for the enterprise:

- Easily distribute documents to field workers
- Support BYOD without compromising information management compliance.
- Centrally configure user and sync settings, and push content to user groups.
- Centrally set policies and monitor records management compliance using Colligo Console.

Features: Colligo Briefcase for iOS

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View
- View and manage SharePoint content while offline
- View document properties
- View when a document was modified and by whom
- View standard and custom SharePoint lists
- Preview files to quickly find the right document
- Sort files by name, file extension, modified data and modification author
- Receive alerts when items are added or favorites are updated
- Checked in/out document indicator
- Support for "open in"
- Support for document libraries
- Support for customized SharePoint content views
- Allow full screen mode when viewing a file

Content
- Add or delete SharePoint sites directly from the app
- Mark documents, folders and sites as favorites
- Create Playlists for fast access to SharePoint content saved in different locations
- Open and edit SharePoint files with apps that are compatible with the specific file type
  (e.g. PDF in Acrobat, .pptx in PowerPoint)
- Open from and save files to OneDrive for Business
- Open email attachments and save to SharePoint
- Edit content even when offline (sync changes when online)
- Edit standard and custom SharePoint lists
- Annotate PDFs within the app
- Upload images and videos to SharePoint
- Add hand-drawn signatures from your mobile device
- Fill in and submit InfoPath forms
- Print over WiFi with any AirPrint or Cloud Print printer
- Support for check-in/out on documents
- Robust conflict resolution for duplicate content during filing process

Find & Share
- Search a document in SharePoint by file name, metadata fields or content
- Set up favorites for quick access to commonly used folders and files
- Filter documents by content type, name, modified date, version and modified by
- Email attachments from SharePoint as links to prevent multiple copies of the same content
- Email attachments from SharePoint
- Copy SharePoint URL for sharing

Classification
- Automatically capture metadata
- Preview and edit metadata fields
- Apply properties to one or multiple items at once
- Support for customized and managed metadata (taxonomies and keywords) and person/group metadata
- Support for content type

Sync/Offline	• Synchronize automatically or manually to ensure access to the latest content • Select which content is cached for offline access (at the site, library, folder, or document level) • 2-way sync to SharePoint (upload and download content to/from SharePoint) • Support for versioning on upload • Limit application memory usage for offline storage on a per-site basis • Conserve bandwidth by configuring syncs interval and syncs on WiFi only (syncs on 3G/4G are optional) • Virtual representation of upload only folders vs offline folders
Central Administration*	• Configure users and settings • Push content to user groups and user devices • Set policies and monitor records management compliance • Ability to remotely wipe device when needed via MDM
Analytics and Reporting*	• Track user activity and engagement through rich analytics and reporting capabilities
User Authentication*	• Configure ADFS or Azure AD for user authentication • Single Credential Authentication with Azure AD • Enable passcode access to app • Support for data wipe on passcode failures
Authentication	• Windows authentication • Office 365 SharePoint Online • Form-based (FBA)
System Compatibility	• SharePoint 2010/2013/2016 • Office 365 SharePoint • InfoPath 2007/2010/2013
Language	• English, French, German, Spanish, Italian, Japanese and simplified Chinese

* Provided through Colligo Console. See Colligo Console feature sheet.

Feature list subject to change without notice.

www.colligo.com

🐦 @colligo   ✉ info@colligo.com

📞 +1.866.685.7962

📞 +1.604.685.7962 x238

The Colligo Briefcase for iOS App is part of the Colligo mobility solution.

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