



## Secure Document Sharing & Team Collaboration

- Easily Create a Virtual Work Environment
- Upload, Edit and Assign Large Documents
- Powerful Searching Capabilities
- Automatic Versioning of Changed Documents

### Spend Less - Share More

“Praura provides value by offering an inexpensive yet robust solution for sharing documents and coordinating team activities. A Praura network can be quickly increased or decreased in size to suit any company’s specific needs and budget.”

### About Praura

Praura is the premier document sharing and online collaboration solution for small and medium sized businesses. With Praura, companies maintain tighter control over business information while increasing transparency into staff activities and streamlining the delivery of documents and data to clients in a secure environment

#### Praura

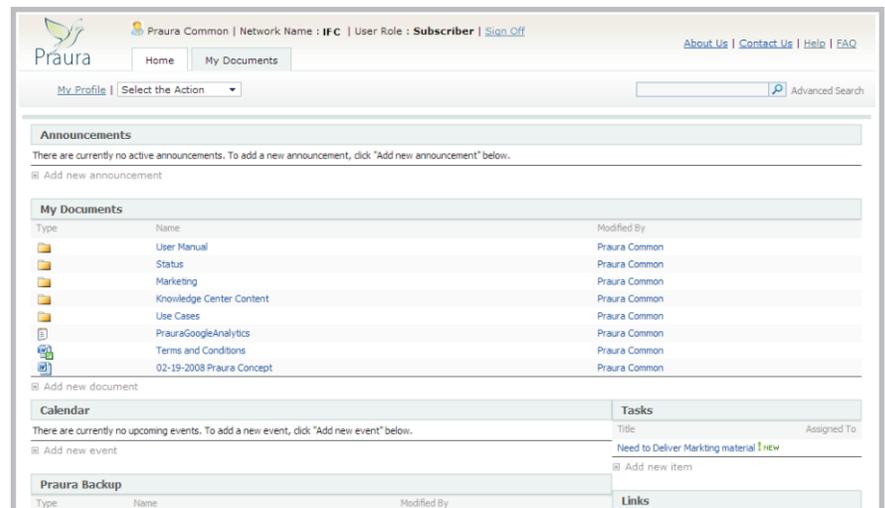
P: 1 -866 - 397 - 3189  
[sales@praura.com](mailto:sales@praura.com)  
[www.praura.com](http://www.praura.com)

### Document Sharing

- ▶ Control access to mission critical documents.
- ▶ Access previous versions of documents to maintain paper trail
- ▶ Quickly upload one or multiple documents with single click
- ▶ Advanced searching to quickly find key documents
- ▶ Online editing of documents
- ▶ Seamlessly assign documents to clients and key personnel

### Team Collaboration

- ▶ Downward visibility into all team activities
- ▶ Build team calendars and link to desktop calendar programs
- ▶ Assign and track progress against key tasks
- ▶ Publish notices to keep entire team up to date
- ▶ Manage workflow and create workspace
- ▶ User console provides easy access to all features



- ▶ Unlimited storage space
- ▶ Automatic backup of key documents
- ▶ Seamless integration with Microsoft Outlook
- ▶ Configurable shared folders
- ▶ Powerful searching tools
- ▶ Complete privacy and totally secure