



Secure file sharing for the modern workforce

Sharing files with clients and outside counsel is typically done via unsecure and messy email chains or the use of costly third-party services. CollabSpaces eliminates the need for both of these solutions by providing a single place where users can easily share, collaborate on, and manage access to files across organizations.



Share content easily.

A modern workforce requires the flexibility to quickly share files with clients and outside counsel. CollabSpaces gives users the ability to do this from within the NetDocuments platform so there's no need to learn or maintain a second system.



Guaranteed security.

Files are shared directly within the NetDocuments platform, which means they remain encrypted with the industry-leading security and compliance protocols NetDocuments is known for.



Governance made simple.

CollabSpaces inherit the rules, governance, and retention policies set at the matter or project level in NetDocuments, which gives administrators the peace of mind that every file is being managed in accordance with policy. Using CollabSpaces, administrators can also maintain control of when and with whom files are shared and easily monitor current and past sharing activities.

How do CollabSpaces Work?

Step 1: Administrator creates CollabSpace

Administrators have complete control over who can create CollabSpaces and the access rights within them; however, they can also delegate the ability to create CollabSpaces to trusted users.

Step 2: Administrator or internal user creates NetDocuments accounts for external users

Once created, external users will receive an invitation to create a NetDocuments account and gain access to the CollabSpace.

Step 3: Add files for sharing

Users, both internal and external, may upload files to be shared. Note that external users must be given permission to upload files.

Step 4: Collaborate

Depending on access rights for the CollabSpace, users can download, edit, or simply view files for streamlined collaboration.

