

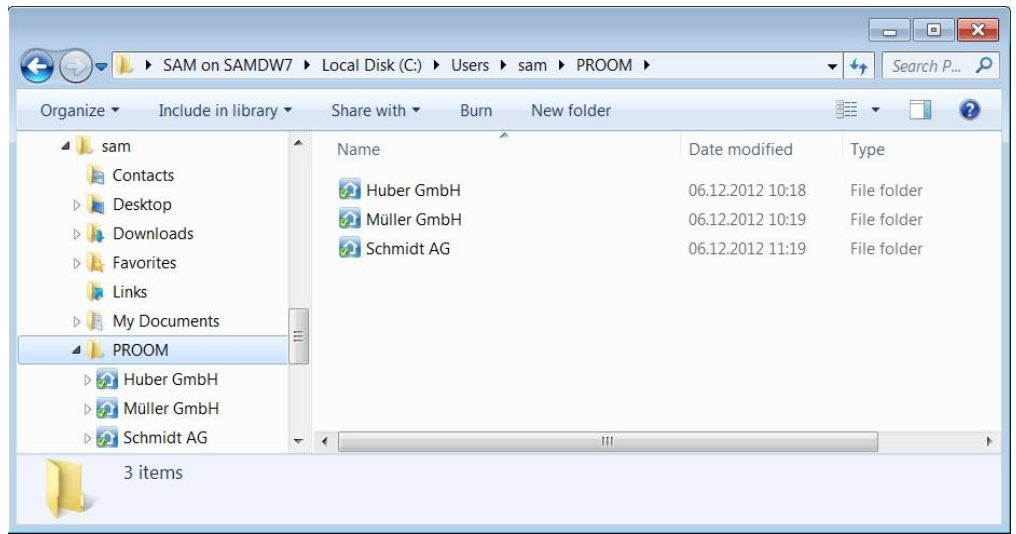


PROOM Sync – Functional Overview

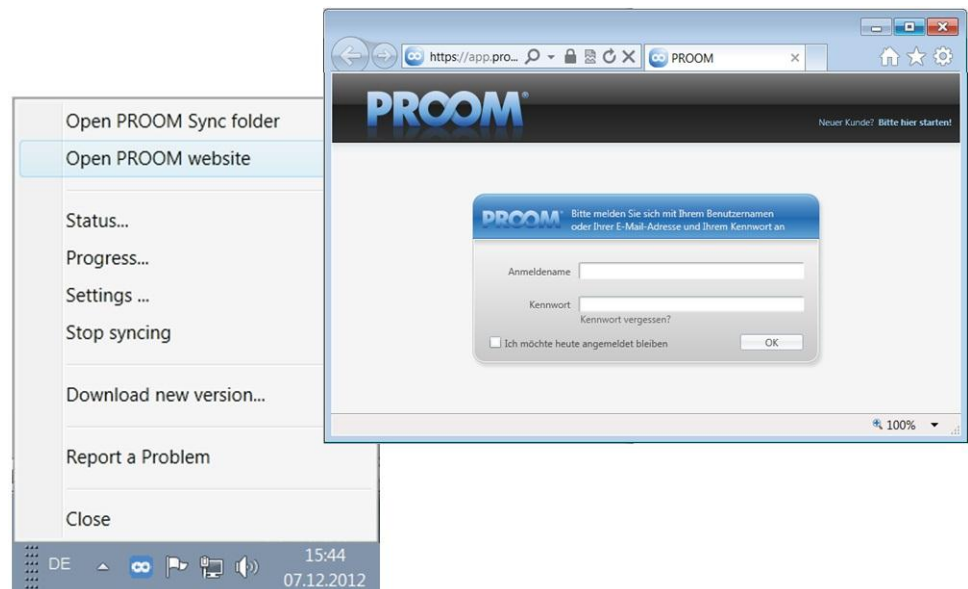
- ▶ Direct access to project rooms
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Direct access to project rooms

With PROOM Sync, you can access and edit files through your Explorer. You can choose which project room you wish to synchronize. The PROOM user permissions will remain the same.

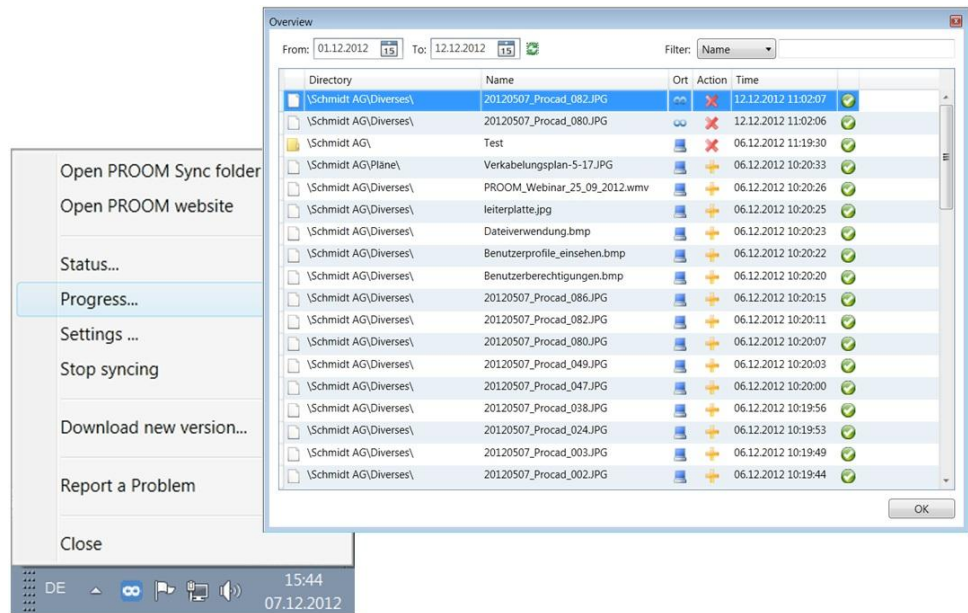


For faster and more convenient administration, e.g. inviting users to your project room or adjusting user permissions, you can launch your Web browser directly from within PROOM Sync and access your project rooms.



All activities at a glance

You would like to find out what happened in your project rooms last week or what was done with a particular file today without having to log in to your project rooms through your Web browser?! Your 'Progress' will give you all the information you need. Simply specify a time range and/or start your search using the filter.



Working with drag and drop

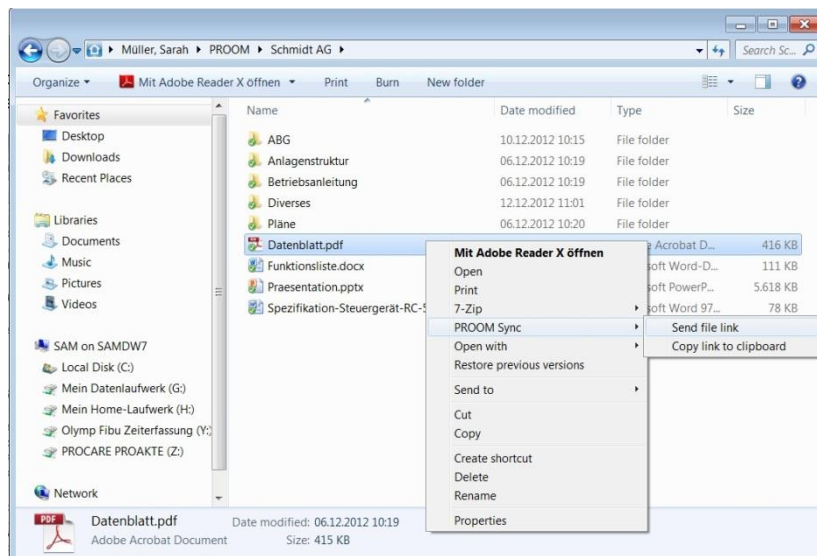
You can use drag and drop to quickly upload local files or entire folders through your Windows Explorer. The automatic synchronization allows you to access your files and folders locally on your computer and online in your project rooms.

Automatic file versioning

Start using PROOM Sync to update and edit your files. The files in your project rooms will not be overwritten, but automatically versioned instead. The latest file version will be made available to you and your members through PROOM Sync.

Sending files via e-mail

Notify your customers, partners, and suppliers of a file directly from within PROOM. They will be sent an e-mail with an automatically generated link and a personalized message from you.

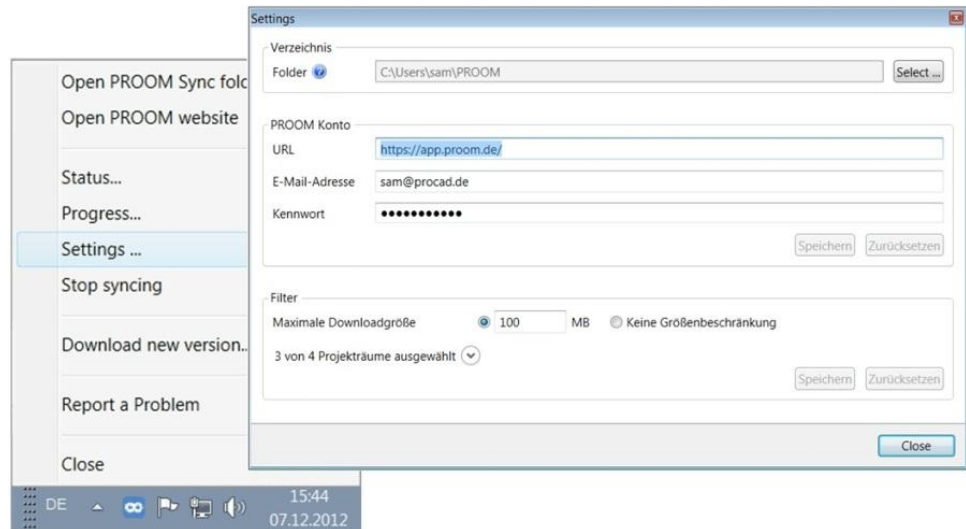


Reusing project room structures

Are you working with recurring projects?! You can create the folder structure once and then reuse it in multiple project rooms. This eliminates the time-consuming and tedious task of creating these structures for every single project room.

Straightforward administration

You can choose and change the directory in which you want to synchronize your project rooms, adjust your account settings, and select the project rooms you wish to synchronize. It is up to whether you want to limit the file size or not.



Installing updates

PROOM Sync will automatically check for new versions of the software on startup. You can install the new version directly from within PROOM Sync by clicking on 'Download new version'.

Encountering problems with PROOM Sync?

If you encounter problems with PROOM Sync, use the 'Report a Problem' button to let us know. Your message will be sent directly to the PROOM development team.

