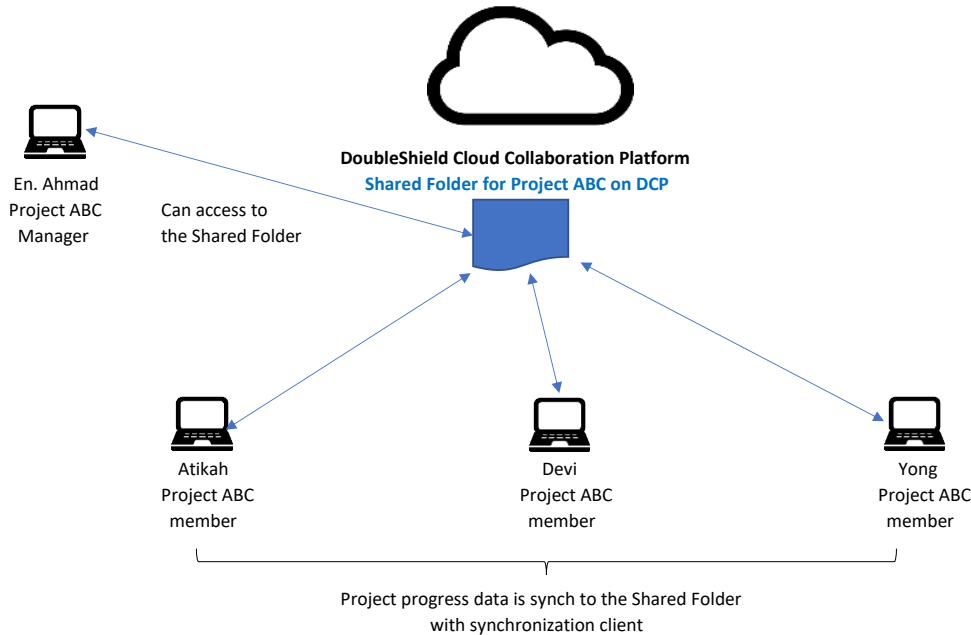


DOUBLESHIELD CLOUD COLLABORATION PLATFORM: FEATURE WRITE-UP ON THE SYNCHRONIZATION CLIENT



1 While the Client may use WebDav to configure with the File Explorer to drag & drop or copy & paste the files to DCP, this may not be productive

2 We recommend the Client to use the synchronization client, instead for ease, convenient and productivity

3 With the synchronization client, we recommend:

- a Create Group Folder
- b Control on who can have access to the created Group Folder is possible
- c Control on the files / data can or cannot be shared or deleted by the members
- d If delete is disabled, if a member accidentally deleted a file from local folder, it would not delete the same file on DCP but would auto sync back & replace a copy to the local folder
- e If delete is abled, if a member accidentally deleted a file from local folder, it would also delete the same file on DCP (if deleted from local folder, recovery can be done from local trash bin. If deleted from DCP, also to recover from DCP trash bin)
- f All files stored on DCP would also have versioning for recovery, in case previous version recovery is required
- g Synch up and Synch down to all members is possible. This means, if Atikah place Project ABC Week 1 file in her local folder, it shall synch to the DCP shared folder, as well as to Devi's, Yong's & Ahmad's local folders that are linked to the Project ABC Shared Folder on DCP
- h Synch up without synch down to other members is also possible. This can be achieved by creating a sub-folder for Atikah under the Project ABC Shared Folder on DCP through synchronization client. In the previous example, when Atikah placed Project ABC Week 1 file into her local folder, the file would synch up to Atikah's Folder (the sub-folder) under the Project ABC Shared Folder on DCP. The file would not be synched down to other members but other members may still view the file from Atikan's Folder on DCP.