

## DCP IN SUMMARY

1. Private cloud storage available on multiple platforms & devices: any web browsers / iOS / Android Apps
2. Basic Apps include:
  - Dashboard
  - Files
  - Photos (Gallery)
  - Talk (text chat & video conferencing)
  - Tasks
  - Activity
3. Desktop Synchronization Client – system requirements:
  - Windows: 7 and above.
  - MAC: macOS 10.12+ (64-bit only)

### **Tips:**

- use as dissemination tool to send / update latest files / information to other users directly & instantly to their devices, otherwise, to commonly shared folder (sub folder)
  - use as auto backup agent to backup files / images / data to DCP (off-site backup) to mitigate risks of fire, flood, theft, hardware failure, sabotage (with the right setting) and as recovery & restoration source for deleted files & older versions.
  - Select the folders to sync with DCP and work / edit on the files in the synced folders – online & offline from your device.
4. Create unlimited users.
  5. Create group (users grouping)
  6. Create group folder (users access control)
  7. File sharing with internal & external parties. – allow or disallow editing & resharing, set expiration date & add notes to recipient.
  8. Folder sharing with internal & external parties – allow or disallow editing, creating, deleting, resharing, set expiration date & add notes to recipient.

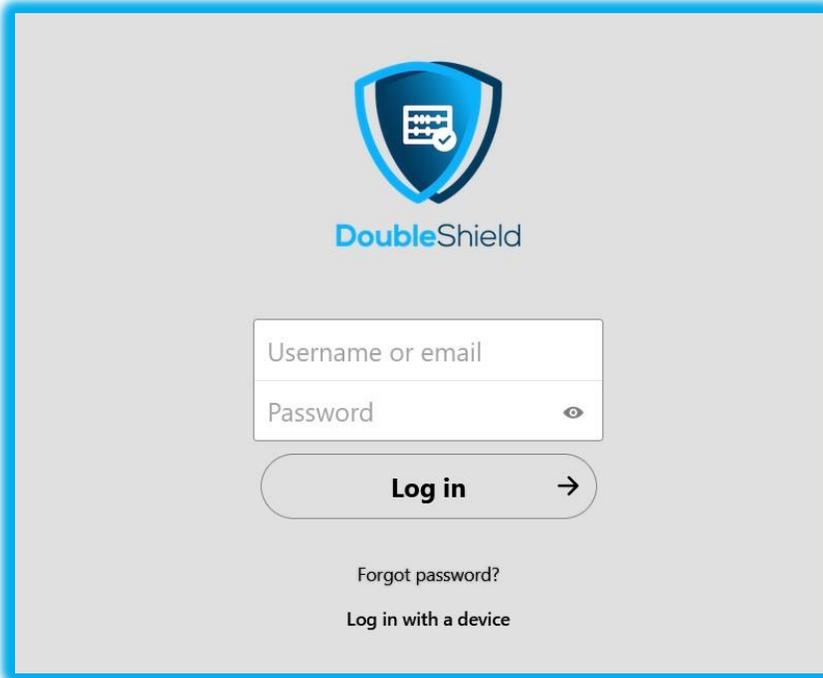


9. Folder sharing in **link format** (especially to external party) – read only, allow or disallow upload & editing, files drop (upload only), hide download, **password protect**, set expiration date & add notes to recipient. (use this as means of receiving & delivering bulk softcopy files)
10. Use “Talk” to text message or video conference with other DCP users
11. Use “Tasks” to plan, monitor & manage tasks – also assign or share created tasks with team members to keep members updated or for team monitoring & management.
12. Use “Activity” to trace back any suspicious activities.
13. Use “Photos” to organize all your images & videos at one place.

## Conclusion

Make DCP the Central Cloud Hub of the organization to increase productivity, manage files & data, for off-site backup, as well as collaboration platform with internal and external parties.

Boost the organization’s image and branding by having a private Cloud platform with its company logo.



The screenshot shows the DoubleShield login page. At the top center is the DoubleShield logo, which consists of a blue shield with a white checkmark and a document icon, with the text "DoubleShield" below it. Below the logo are two input fields: "Username or email" and "Password". The "Password" field has a small eye icon to its right. Below the input fields is a rounded rectangular button with the text "Log in" and a right-pointing arrow. At the bottom of the page, there are two links: "Forgot password?" and "Log in with a device".

