



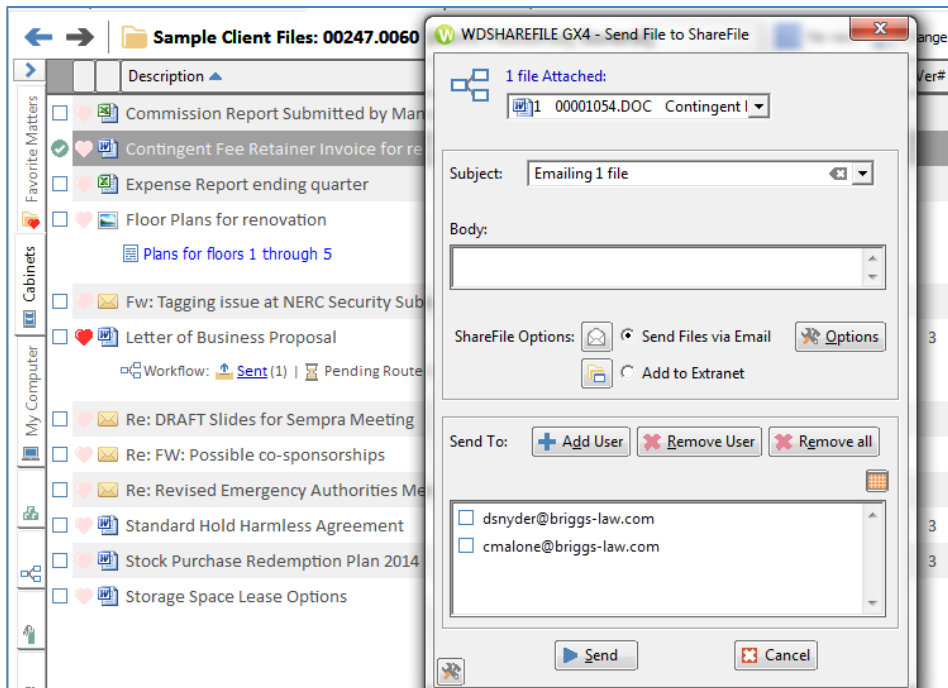
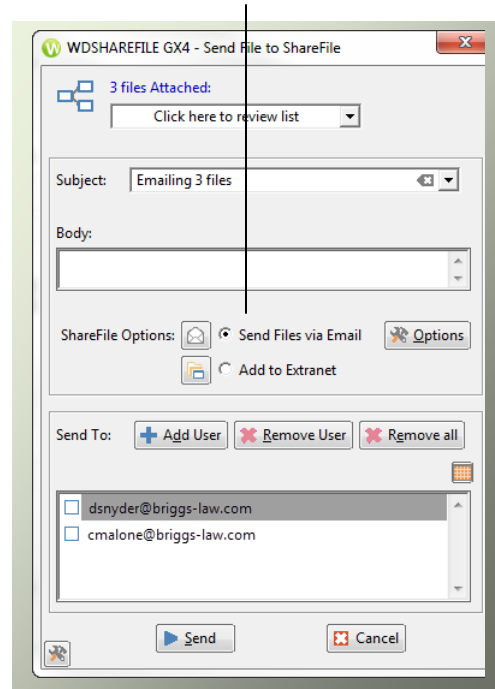
Worldox® and the Citrix® ShareFile system communicate directly without the need to access the ShareFile web interface.

You can opt to either send files to email addresses, or you can add them to a secure extranet.

The Worldox® Citrix® ShareFile integration facilitates direct interaction between Worldox and the ShareFile system without the need to access the ShareFile web interface. With it, you can easily and securely share files with users within or outside of your organization across corporate devices, mobile devices, tablets, laptops, and desktops. You can send emails to users with links to documents for secure download, or you can create a ShareFile “mini extranet” to allow users to log in to ShareFile and browse a tree of files available to them for download.

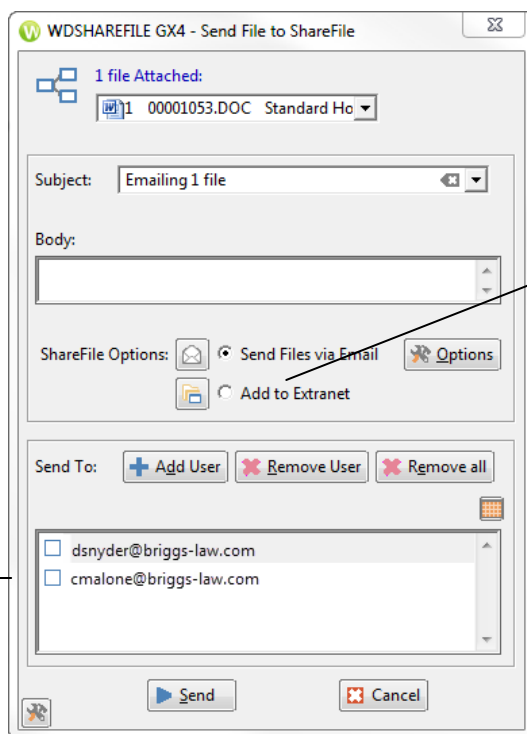
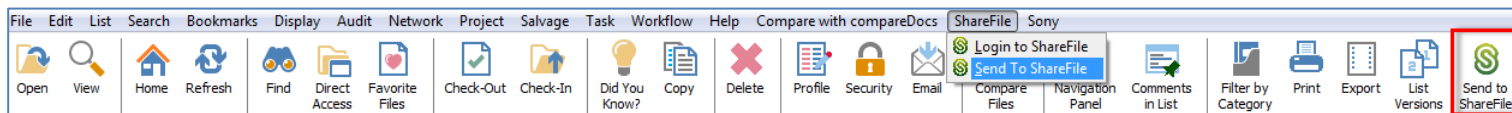
The ShareFile option in Worldox is straightforward to use. Simply click a file in the Worldox list and click the ShareFile menu option. The Send File to ShareFile dialog appears, where you can opt to either share files via email, or you can add them to an extranet.

The event is then audited in the Worldox Audit Trail.



You can select files in the list and then click the **ShareFile** menu option.

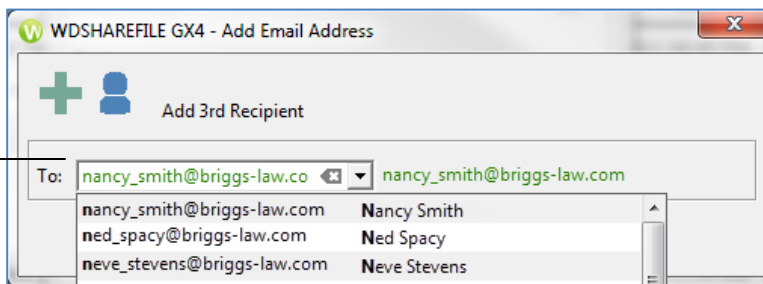
You can also select files in the list and then either use the right-click menu or click the handy **Send to ShareFile** toolbar button.



If you choose **Add to Extranet**, files are uploaded to ShareFile in an appropriate ShareFile folder structure. ShareFile users and groups are created. Users are added and login invitations are sent to those specific users so they can log in o the ShareFile extranet and access files that have been published for them.

If you opt to use an email link, the link is emailed to selected recipients.

To email the selected file(s), click the **Add User** button and just start typing to display a list of addresses that match from your contacts list. After you select recipients, their names appear in the Email Address list in the Send File to ShareFile dialog.



Learn how to share files securely and easily with the Worldox and Citrix ShareFile integration.

*For more information, please call:
(800) 962-6360*