

# Improve Productivity with Citrix ShareFile Platinum Workflows

Eliminate manual processes and increase efficiency by automating business and document workflows with ShareFile Platinum. Tailor workflows to the unique requirements of your organization while keeping your files available and secure.

Businesses are seeking a single solution that addresses mobility, security, and productivity needs. ShareFile Platinum provides a collaborative workspace where anyone can securely exchange, track, edit, approve, and e-sign content or create custom workflows that automate feedback and approval processes.

ShareFile Platinum enables you to work with the confidence that your files are secure on any device. ShareFile provides the highest level of security and data encryption for sharing, sending and online storage of client-privileged information; minimizing IT burden and cost, and mitigating compliance risks.

## Key benefits:

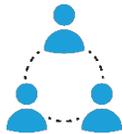
- **Security**-- Protects sensitive documents from uncontrolled sharing and complies
- **Productivity**-- Reduce errors by automating repetitive processes while improving document approval and efficiency.
- **Flexibility**-- Support the way you already work with integrations into Microsoft Outlook and Office Online

## Secure Workflows



### Secure Business Processes

ShareFile Platinum makes it possible for IT to provide the anywhere, any-device data access and collaboration people need, while meeting the organization's requirements for security, manageability, and compliance.



### Streamline document feedback and approvals

Eliminate the back-and-forth emails and manual versioning that often comes with circulating a document for feedback and approval. Create workflows that fit your business by automating routine processes such as sending documents for signature or scheduling next steps.



### Built for the Mobile and BYOD Workforce

ShareFile provides real-time, secure mobile access to critical business files allowing for secure and instant collaboration, increased productivity, and responsiveness across distributed teams—from the field, online, or offline. Users can securely view, access, edit and approve content anywhere and on any device.



### One solution meets both secure file sync and sharing and workflow needs

ShareFile Platinum is ideal for organizations seeking a single solution that supports requirements that drive secure file sync and sharing as well as collaborative business and document workflows.

## Types of Workflows:



### Document workflows

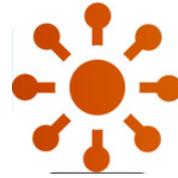
Automate document-based workflows with **approval, feedback, annotations, and e-signature**

#### Document Workflow examples:

- Document Approvals
- Document Collaboration
- Gathering Feedback
- Timesheet approvals

ShareFile Platinum allows for a variety of workflows within a simple, secure interface that can be quickly created and deployed by all users. Document workflows allow users to:

- Securely exchange documents with contacts both internally and externally
- Streamline document feedback and approvals and keep track of file versions
- Annotate and comment on documents



### Business workflows

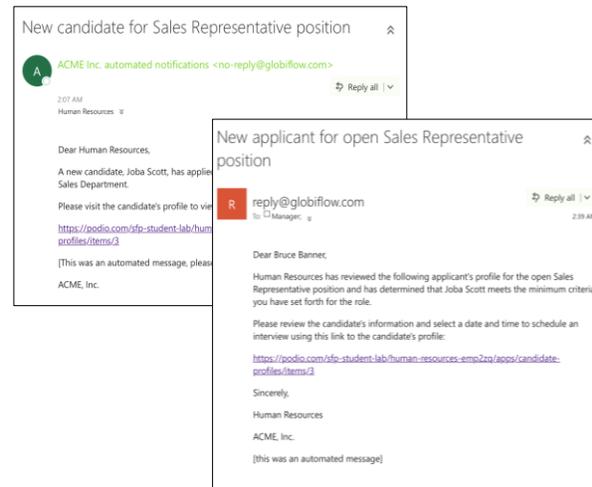
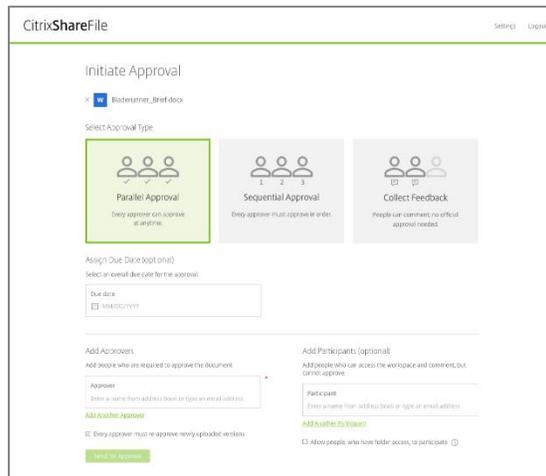
Automate business **procedures, actions, activities, and processes**

#### Business Workflow examples:

- Hiring and Recruitment
- HR Onboarding
- Travel and expense approvals
- Project tracking and progress

ShareFile Platinum provides an easier way to complete business processes while adding additional security. Business workflows allow users to:

- Automate routine processes like scheduling and creating tasks
- Save all documents relevant to a business process in case of audit
- Get instant, legally binding e-signatures from internal and external parties



#### About Citrix

Citrix (NASDAQ:CTXS) is a leader in virtualization, networking and cloud services to enable new ways for people to work better. Citrix solutions help IT and service providers to build, manage and secure, virtual and mobile workspaces that seamlessly deliver apps, desktops, data and services to anyone, on any device, over any network or cloud. This year Citrix is celebrating 25 years of innovation, making IT simpler and people more productive with mobile workstyles. With annual revenue in 2013 of \$2.9 billion, Citrix solutions are in use at more than 330,000 organizations and by over 100 million people globally. Learn more at [www.citrix.com](http://www.citrix.com).

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