



# Secure Collaboration Rooms

## Keeping Your Secrets, secret

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Almost 60% of businesses view financial data as the highest breach risk followed by commercial IP and legal discussions. Yet the majority of businesses share with hundreds of external parties with tools that place this data at even greater risk.

# Why Dropvault?

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Collaboration Rooms offer an encrypted, secure collaboration channel for projects, investments, and collaborating on sensitive commercial IP and trade secrets.

Built with security and privacy as top priorities, our data rooms feature quantum-safe encryption, extensive access controls, and continuous monitoring.

Dropvault collaboration rooms ensure a secure environment for businesses to share sensitive information with clients, partners, and stakeholders, minimizing the risk of data breaches or unauthorized access.



# Conversational data rooms

## Discussions & Documents

Why store documents in your data room but discuss them via insecure email? Our data rooms are designed for seamless conversation – initiate discussions, share documents, reply, and collaborate all within the same secure space.

This ensures your data room remains the single source for all data and decisions related to a contract, eliminating the need to switch between multiple apps

## Document Manager

Switch between discussions and documents – Search and filter all documents in the room or upload up to 10 documents at a time - Our data rooms also support multiple document versions.

The screenshot displays the Dropvault interface for a 'Data/Deal/Project Room'. The sidebar on the left contains navigation options: Dashboard, All (12), Mine (1), Archive (0), Drafts (0), EXTRAS, Task Progress, Voting, Sign off, Meetings, and Folders (+). The main content area shows the room header 'Data/Deal/Project Room' with a description 'A secure data room or use for deals with added tasks, progress and sign off'. Below the header, there are buttons for '+ New', '+ Task', and 'Documents'. A document 'IP Audit.docx' is shown with a preview and a message: '23-Oct-2022 16:58, John Smith @Dropvault Inc, Last Update 02-Dec-2022 10:20, 4 Responses'. A message 'Meeting minutes for meeting on Friday, November 18, 2022 19:37' is also visible. On the right, there is a 'My Preferences ...' section with options like 'Un Pin', 'Notifications', 'Bookmarks', 'Mark all as read', 'Tasks & Reminders', and 'Change my password'. Below the main content, there is a 'Documents in this channel' section with a search bar and a table of documents.

Document Name	Upload Date	Uploader	Size	Actions
Buildings and real estate agreements.pdf	23-Oct-2022 16:58	Kevin O Farrell	.06 MB	Download, More
Asset list and analysis.pdf	23-Oct-2022 16:58	Kevin O Farrell	.06 MB	Download, More
Staff Listing.pdf	23-Oct-2022 16:58	Kevin O Farrell	.06 MB	Download, More
IP Audit.docx	23-Oct-2022 16:58	Kevin O Farrell	.05 MB	Download, More
2021 Financials	23-Jun-2022 12:30	Kevin O Farrell	MB	Download, More

# Friction-less collaboration

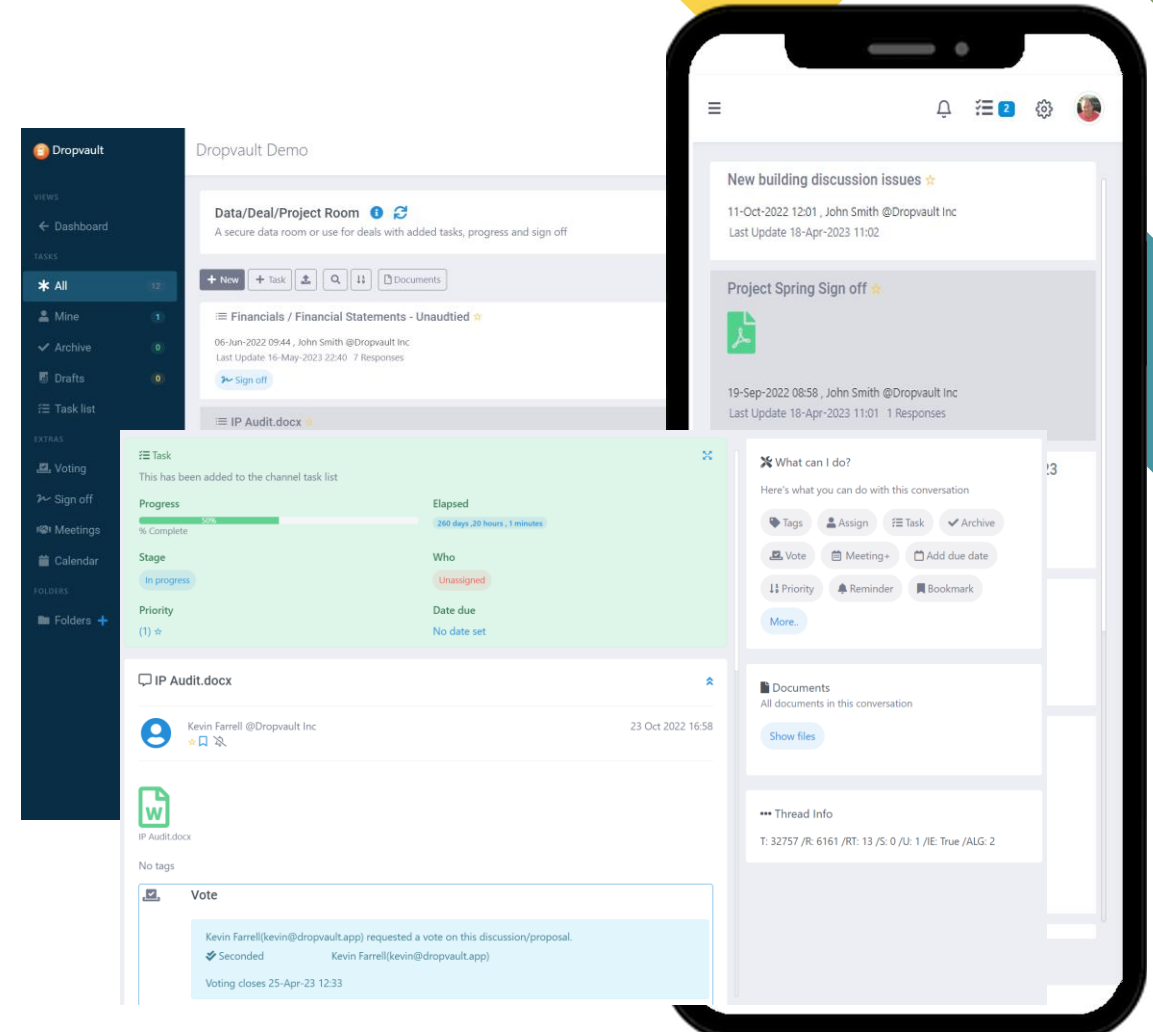
## Data rooms are more than just documents

Start a discussion or just upload a document - Your team can review, comment or add to the integrated task manager.

No searching your inbox or CC'ing or forwarding – Your team can focus on the data room instead of constantly switching apps - The result is greatly improved productivity for your team

## Search & Filter

Quickly find any document or discussion in the data room – By subject, document name, tags, date or the team member who created it



# Connect with any employee or contact

## Share with employees

Share and collaborate any employee just by adding to the access list in your data room.

## Or Contacts

Bring any external contact or advisor into your data room – They can access the room using a link, a link with a password or use their Microsoft, Google or Apple ID to access the channel

## Or teams in other businesses

Need to collaborate with a team in another business – Dropvault it Peer to peer so you can share a channel with another business on Dropvault and collaborate as teams.

**Dropvault Inc**  
**Project Acquarius**

This test channel is a data room to explore the features and tools available in the room.

Secure Collaboration Channel - When you need to collaborate securely with teams outside your business. Store, Send, Upload, Share, Sign, Message or collaborate securely with any team, contact, employee or business

**Pin/Password**

You should have been provided with a PIN or password to access this portal - Alternatively use your Google/GMail or Microsoft account to sign in.

Enter your pin/password here

[➔ Sign In](#)

Or

[G Google](#) [Microsoft/O365](#)  
[Apple/iCloud](#)

# Tasks and Voting

## Template driven task manager

Transform any conversation or document into a task and track its progress to completion with the integrated task manager. Select any document or conversation, assign it to a team member, and your team can monitor its progress using the built-in task manager.

## Voting

Conducting votes for boardroom decisions is simple. Select any discussion or document and initiate a vote. You can choose to make the voting process public or keep individual votes confidential. We will gather the Yes, No, or Abstain responses, enabling you to finalize the decision and conclude the voting process

Channel Tasks

Total 9 | In Progress 5 | Not Started 2 | Late 0 | On Hold 2 | Parked 0

Channel Tasks

To add a task to this list, select any discussion, task or document in your channel, then click on task in the right side options.

Late | In Progress | On Hold | Not Started | Parked

Tasks that are started and in progress

Task	Due	Updated	Assigned	Comments
All NDA, confidentiality agreements 06-Jun-2022		14-Dec-2023 12:49	None	
Joint Ventures 06-Jun-2022 Stage 2		02-Sep-2022 15:59	None	

Dashboard > Investment Data room

A secure data room or use for deals with added tasks, progress and sign-off requests in this channel

Sign off & Signature requests in this channel

To add to this list, select any discussion, task or document in your channel

Pending | Completed

Sign off requests that are pending and not complete

What

Buildings and real estate agreements.pdf

2021 Financials Review

Any current/pending sign off requests in this channel will appear above.

What can I do?

Here's what you can do with this conversation

- Tags
- Assign
- Task
- Archive
- Vote
- Sign-off
- Meeting+
- Add due date
- Priority
- Reminder
- Bookmark
- More..

# Sign off & eSignature

## Sign off

Every contract and project has sign offs – Gates, events, document reviews so our sign off tool lets you request the Ok from team members on any conversation or document.

## eSignatures

Share a document or conversation and request an eSignature for one or more employees or external contacts. The signature is stored in the data room for compliance and context.

This conversation is locked after an e-signature was requested and signed

**Signatures**  
Due 06 May 2024 10:30

Who	Required	Signed	When
Gerry Smith	Required	✓	04-May-24 11:14

*Gerry Smith*

Signature completed and

Dashboard > Investment Data room Encrypted Data Room  
A secure data room or use for deals with added tasks, progress and sign off

**Sign off & Signature requests in this channel**  
To add to this list, select any discussion, task or document in your channel, then click on Sign off in the right side options.

Pending  Completed

Sign off requests that are pending and not complete

What	Due	You	Status
Buildings and real estate agreements.pdf	10-Nov-22 11:13		Waiting
2021 Financials Review	27-Oct-22 14:27	SIGNED OFF	Waiting

Any current/pending sign off requests in this channel will appear above. Click on any sign off to open and view the progress and discussion

# PDF Watermarking and passwords

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## Watermarking

Our Data rooms provide dynamic watermarking on any PDF shared. Adding a dynamic watermark at download time adds the name, email address, IP location and time to the PDF along with any custom text you require. This stays with the PDF for tracking and compliance

## PDF password

Optionally add a password to any PDF which can be changed at any time to further protect any PDF downloads.





# Enterprise Features

## Your documents, Your Storage, Your Keys, Your Authentication, Your Email

For larger enterprise customers we have all the connections your teams require:

- Support document storage on your corporate servers,
- External key vaults so your can bring and manage your encryption keys,
- Custom connections to external authentication providers and we can connect to your
- Corporate Email server for all outgoing notifications.



# And there's more

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- Each data room encrypted with a unique encryption key ensuring security & privacy for your IP. Keys are stored in a FIPS compliant HSM.
- Every document, message and reply encrypted in each data room for maximum security and privacy
- Optional custom document storage on your Azure, AWS or Google cloud storage
- Trusted/Allow IP locations add additional security to your room

- MFA as standard but optional biometric authentication also.
- Microsoft/Office 365, Google authentication on team and contact access
- Bulk upload – Add up to 10 documents at a time to your room
- Email into any data room so moving conversations and documents from email to the room is easy
- Share with an individual, a team, an external contact or B2B sharing with a team in another business already on Dropvault



# Dropvault Data Rooms

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Dropvault

[help@dropvault.app](mailto:help@dropvault.app)

<https://dropvault.app/dataroom>