

The End of Versioning as We Know It

4 Benefits of a Secured Cloud Storage Solution

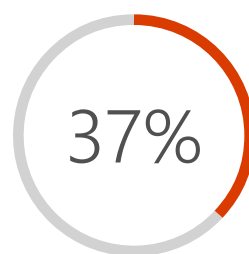




Collaboration is critical to the success of every growing business. But in today's workplace, work no longer happens strictly during business hours or within the walls of an office.

Present-day collaboration means sharing documents, notes, and ideas—regardless of your location (or that of your coworkers and business partners). And while technology can enable us to work remotely, it can also lead to an overwhelming amount of data, documents, and files that your organization must figure out how to organize and store. With 3.7 million employees working from home at least half of the time¹, this file overload can quickly escalate into a problem that affects both end-users and IT administrators alike. Fortunately, solutions like cloud storage and file sharing can help, as well as boost organized collaboration.

If this sounds like a problem your organization is facing, read on to learn how to reign in your data with secure, reliable cloud storage accessible from virtually anywhere.



of U.S. workers
have worked
remote, notes
Gallup.²

¹ "Latest Telecommuting Statistics," 2016, GlobalWorkplaceAnalytics.com

² "In U.S., Telecommuting for Work Climbs to 37%," 2015, GALLUP

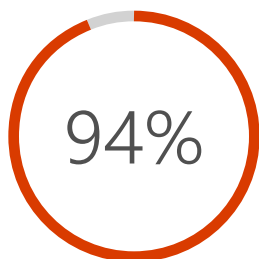
Section

01

Collaborate in a single document

Picture this: At the end of your workday, you send a lengthy document to several key stakeholders for feedback. A spark of creativity hits later in the evening, and you decide to continue working from home, making significant changes. The next morning, the stakeholders send you multiple versions of the file with comments based on the original document. Now, you're tasked with consolidating and compiling across various versions.

Sound familiar? You're not alone.



of knowledge workers surveyed by Dimensional Research for Alfresco Software recognize the importance of collaboration to their professional responsibilities.³



³ "Collaboration Trends and Technology," 2015, Alfresco Software, Ltd.



With a 103% increase in work-at-home positions since 2005,² scenarios like the above are far too common. Working together isn't truly collaborative when stakeholders' comments, feedback, and ideas are segmented. Not only does it waste time, it results in endless versioning. End-users are left searching for the most up-to-date document in a sea of "_v3_final_FINAL" files, and IT struggles to increase a business' storage capacity to accommodate the growing mass.

Fortunately, cloud storage can help end versioning without wiping edit history. Instead of heading straight for the "Save As" button, consider co-authoring a file in real time with OneDrive for Business. When you edit your files in OneDrive for Business using the cloud, you can view past revisions and restore previous ones. Most importantly, co-authoring can happen from anywhere, with built-in chat functionality included in the Office Online files you store. Discuss edits with your team without leaving the browser, and keep a record of every conversation—eliminating the need for long email threads back and forth.

² "In U.S., Telecommuting for Work Climbs to 37%," 2015, GALLUP

Section

02

Seamlessly send large files

"The attachment size exceeds the allowable limit" is a dreaded phrase too many users recognize when sending files through email. This can be particularly frustrating when collaborating with outside vendors on large files not supported by their current file sync-and-share solution. It's common to encounter real issues when trying to share videos, large PowerPoint decks, or high-resolution photos. When facing the difficulty of sending large files back and forth, employees may decide to break files into smaller batches or send lower-quality versions, only to have to recreate them at a later date. All of this quickly can lead to disorganization and wasted time.



According to a recent Spiceworks survey, 93% of organizations now use at least one cloud-based service.⁴



⁴ "Diving into IT Cloud Services," 2016, Spiceworks

Instead, give your employees a cloud storage solution they can rely on. With one organizationally supported file sync-and-share solution, your employees will save time uploading, downloading, and sharing everything they need to get their work done smoothly and efficiently. Simple sharing functionality in OneDrive for Business enables employees to invite others (including anyone outside your organization) to view, edit, and download files directly from their original location. No more emailing copies of files that can be out of date once you sent them.





Section

03

Access documents from anywhere, online or offline

Business leaders never sit still. They are running into meetings and out of the office for networking events and busy working from planes, trains, automobiles, and everywhere in between. With an on-the-go work style, it's not surprising that the modern business leader relies on mobility.

In fact, a June 2015 study by Manta⁵ found that 80.5% of United States small-business owners use mobile devices at least once a day. Furthermore, less than 1/3 use their mobile devices for calls and checking email. Whether editing a presentation from the back of a cab or writing a business plan offline from an airplane, having a seamless experience across devices is nonnegotiable.

⁵ "Small Business Entrepreneurs go Mobile for Business Success," 2015, Manta



Don't let security issues scare you away from mobile access. 61% of customers surveyed cite keeping their company's data secure in transit as a top priority.⁶

OneDrive for Business enables employees to access their files on mobile the same way they would on a desktop—from virtually anywhere at any time. With the OneDrive for Business app, users can pick up on their mobile devices right where they left off on their desktop or laptop computers. And when users go offline, they can work with confidence knowing their files will sync the next time they connect. Whether you're working on PC, Mac™, or mobile device, you can rest assured knowing you'll have convenient offline access.

⁶ "Citrix 2016 Network Security Survey," 2016, Citrix

* Mac is a trademark of Apple Inc.

Section

04

Share files with confidence knowing you're in control

To keep the flow of work moving, businesses rely on file-sharing collaboration with contractors, partners, and vendors. When employees don't have a simple way to save and share data with contacts outside their company, they may use "rogue clouds," unintentionally exposing confidential information in the process. In fact, many businesses report instances of rogue cloud usage in their companies, leading to serious security concerns such as viruses, malware, and the loss of confidential files.



OneDrive for Business incorporates built-in security features like file encryption to help protect your data and give you a 360-degree view of your digital landscape. Viewing and editing permissions granted to contacts inside and outside of your company can be increased or removed entirely, and you can always see who has access to each file. Administrators determine who can share externally as well as with whom they can share, and they can block data from synchronizing to unmanaged systems. Security checks integrated throughout ensure that every file is scanned for viruses and corruption.



Work isn't where you are; it's what you do.

When you and your employees can collaborate more—regardless of location or the type of work you're doing—your business can thrive. It's time to eliminate versioning (and the wasted time and storage space that come with it) and adopt a cloud storage solution that works with your business.

Whether you're focused on creating a more secured file-sharing solution or your employees are looking for a better way to collaborate on files without wasting time and duplicating efforts, cloud storage from OneDrive for Business can be the right solution for your organization.



End versioning, increase collaboration, and improve security and storage capacity.

It's time to give your team the tools they need to get to work from virtually anywhere with OneDrive for Business as a part of Office 365.

To test out OneDrive for Business for your company, start a free trial today:

<https://products.office.com/en-us/business/office>