

Search, find, and publish to Microsoft Office Groove?

■ GrooveIT! for My Documents functionalities



- **Find, file and publish easily:** find easily and publish your Microsoft Office SharePoint or local resources to Microsoft Office Groove. Find your documents easily by entering your key words. File your Groove resources from one space to another.

- **Simplify the creation of documents:** create and save your **Microsoft Office Word, Excel and PowerPoint** (release 2007 and 2003) documents straight to Microsoft Office Groove, thanks to the incorporated panel and GrooveIT! ribbon toolbar.

■ Improve your personal and team productivity

The filtering capabilities of GrooveIT! for My Documents enable you to easily find the required files and publish them to the right Groove file tool.

- **Gain time!** Enter your key words to search for your files and workspaces. Navigate easily within your files directories (local, Microsoft Office SharePoint and Microsoft Office Groove). Find all your documents and your Groove workspaces.
- **Gain clearness!** Create your own documents and save them straight to Microsoft Office Groove. No need to save them on your hard disk drive, no duplicates.
- **Gain safety!** Look for your files in a secured way. Transfer in safety all your sensitive files toward Microsoft Office Groove.
- **Gain efficiency!** Publish your documents easily in the selected workspace to share them immediately with your team.

- + **Gain time**
- + **Gain clearness**
- + **Gain safety**
- + **Gain efficiency**

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For a display in your company or for any other request: contact@grooveit.biz

■ Technical details :

+ Supported software:

Microsoft Office 2007-2003 (Word, Excel, PowerPoint)
Microsoft Office Groove 2007
Groove Virtual Office 3.1

+ Operating systems:

Microsoft Vista
Microsoft Windows XP
Microsoft Windows 2003

+ Languages:

English
French

+ Licensing:

One license is needed per Groove identity used with GrooveIT! for My Documents. For larger deployments, we can provide corporate licenses. For all your requests, please contact us: contact@grooveit.biz.