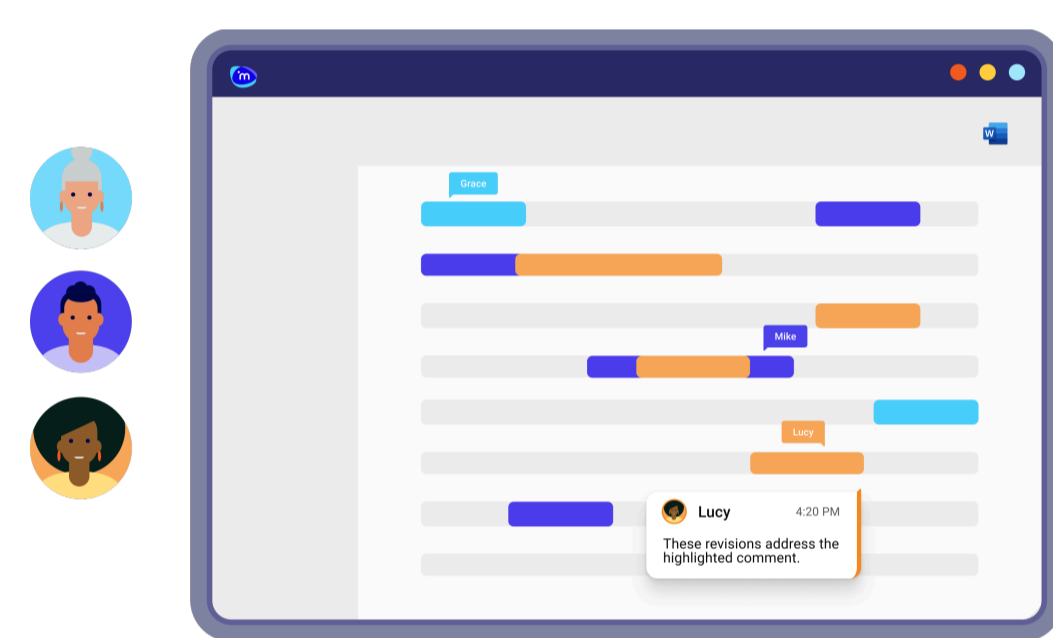


iManage Next Generation Co-authoring

Features you should know

Collaboration is essential in the modern workplace, but outdated methods can lead to version conflicts, lost edits, and inefficiencies. iManage Next Generation Co-authoring, seamlessly integrated with Microsoft 365, eliminates these challenges, ensuring smooth, real-time collaboration. Here are some features you should know to get the most out of Co-authoring.



Enhanced collaboration



Work on your time: Edit documents live with colleagues or contribute when it's convenient for you. Real-time updates keep everyone aligned, while asynchronous collaboration allows flexibility without workflow disruptions.



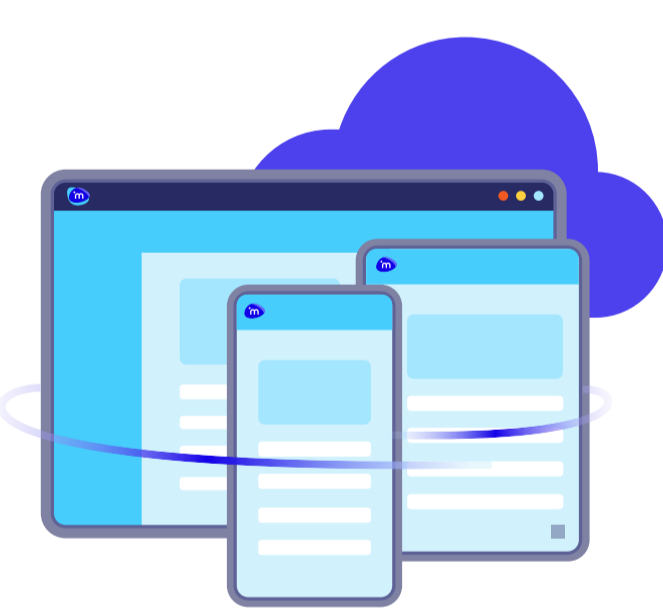
Eliminate manual saving: Auto-save ensures every change is instantly preserved, reducing the risk of losing work due to accidental crashes. No more worrying about hitting save.



Provide instant feedback: Keep discussions within the document by adding inline comments. Tag colleagues with mentions to notify them directly, eliminating the need for back-and-forth emails.



Track progress in real time: Instantly see who is editing and where changes are being made. Prevent duplicate work and maintain clarity with visibility of live document updates.



Seamless workflow across devices



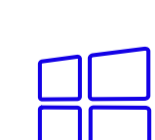
Stay connected everywhere: Whether on a desktop, laptop, tablet, or mobile device, iManage Next Generation Co-authoring ensures uninterrupted productivity. Automatic syncing with iManage Work means you always have access to the latest version.



Seamless mobile editing: Use Microsoft Word on mobile devices to review and edit documents while on the go. iManage offers smooth integration, so your work is never interrupted.



Two co-authoring modes



Classic Co-authoring: Best for structured collaboration, allowing dedicated editing sessions with full Microsoft Office desktop functionality. Ideal for in-depth document revisions.



Office Online Co-authoring: Perfect for continuous, asynchronous work without document checkouts. Saves automatically to iManage, minimizing version conflicts and ensuring smooth collaboration.

Seamless collaboration. Total control. Maximum productivity.

iManage empowers seamless, secure, and efficient document collaboration with Next Generation Co-authoring. Explore all the features of Co-authoring and embrace the future of collaboration with iManage.