Mobile Application

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Mobile Application Introduction

Access and manage your OfficeDocs files on the go with the OnlyOffice mobile application. The mobile app lets you view, edit, and organize documents from your phone or tablet, whether you are online or working with downloaded files offline.

What Is the Mobile App?

The OnlyOffice mobile app connects to your OfficeDocs account so you can work with your files from a mobile device.

With the mobile app, you can:

- View and edit documents from your phone or tablet
- Access files from anywhere with an internet connection
- Work offline with downloaded files
- Share documents with others

Key Features

Document Viewing

Open and read supported OfficeDocs files directly on your mobile device.

Mobile Editing

Make changes to documents, spreadsheets, presentations, and forms using a touch-friendly mobile interface.

File Management

Browse folders, organize files, and manage your cloud documents from the app.

Offline Access

Download files to your device so you can continue working when you do not have an internet connection. Changes sync when you reconnect.

Supported Devices

- **iOS** — iPhone and iPad running iOS 13.0 or later
- **Android** — Phones and tablets running Android 6.0 or later

What You Can Do

- Browse your OfficeDocs folders
- Open and view documents
- Edit text, numbers, slides, and forms
- Add comments and annotations
- Share files with others
- Upload photos and files from your device
- Download documents for offline use

Mobile vs Desktop/Web

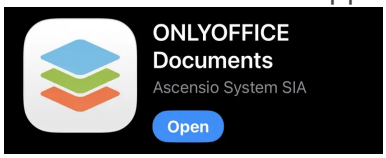
The mobile app is designed for fast and convenient access while you are away from your computer.

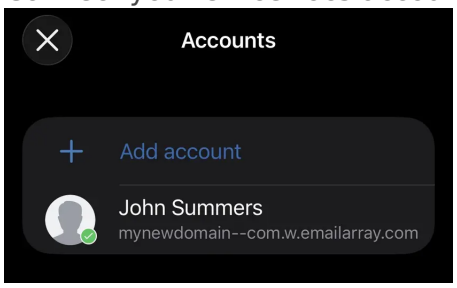
Mobile use is ideal for:

- Touch-based navigation
- Quick edits and reviews
- Accessing files while traveling
- Working from a smaller screen

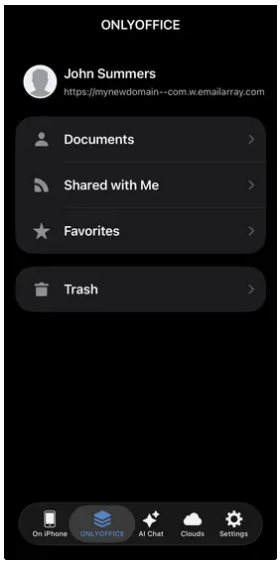
For more advanced editing or larger tasks, the desktop or web version may be more comfortable.

Getting Started

1. Download the mobile app from your device’s app store.


2. Open the app on your phone or tablet.
3. Connect your OfficeDocs account.


4. Browse your folders and open your files.



5. Start viewing, editing, or downloading documents as needed.

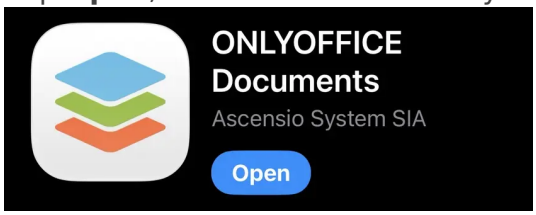
For detailed setup instructions, see the installation guide.

Installing the Mobile App

Download and install the ONLYOFFICE Documents app on your iPhone, iPad, or Android device so you can access and work with your OfficeDocs files on the go.

iOS Installation

1. Open the **App Store** on your iPhone or iPad.
2. Search for **ONLYOFFICE Documents**.
3. Tap the **ONLYOFFICE Documents** app in the results.
4. Tap **Get** to begin the download.
5. Confirm with **Face ID**, **Touch ID**, or your Apple ID password if prompted.
6. Wait for the app to download and install.
7. Tap **Open**, or launch it later from your Home Screen.

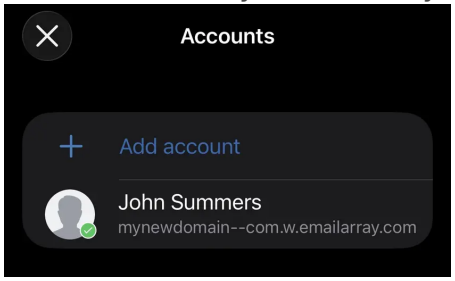


Android Installation

1. Open the **Google Play Store**.
2. Search for **ONLYOFFICE Documents**.
3. Tap the **ONLYOFFICE Documents** app in the results.
4. Tap **Install**.
5. Accept any requested permissions if prompted.
6. Wait for the app to download and install.
7. Tap **Open**, or find the app later in your app drawer.

First Launch

1. Open the **ONLYOFFICE Documents** app.
2. Review any welcome or introduction screens.
3. Allow the permissions you want to use, such as storage or notifications.
4. Continue to the app home screen.
5. You’re then ready to connect your OfficeDocs account and start browsing files.



Permissions

The app may ask for permission to use certain features:

- **Storage** — Save files locally and open downloaded files
- **Camera** — Scan documents or add images, if needed
- **Photos** — Upload images or insert pictures from your device
- **Notifications** — Receive alerts about shared files, updates, or activity

Grant only the permissions you want to use. You can usually change them later in your device settings.

Updates

Keeping the app updated helps you get the latest fixes, performance improvements, and features. The official mobile help center also tracks current mobile app functionality and updates.

iOS

- The **App Store** shows when updates are available
- You can enable automatic updates in iPhone or iPad settings
- You can also update manually from the **App Store**

Android

- The **Google Play Store** notifies you when updates are available
- You can enable automatic updates in Play Store settings
- You can also update manually from the **Google Play Store**

Storage Space

Before installing, make sure your device has enough free space for:

- The app itself
- Cached documents
- Files you download for offline access

If you plan to keep many files offline, extra free space is recommended.

Uninstalling

If you no longer need the app, you can remove it at any time.

iOS

1. Touch and hold the app icon.
2. Tap **Remove App**.

3. Confirm the deletion.

Android

1. Touch and hold the app icon.
2. Drag it to **Uninstall**, or tap the uninstall option.
3. Confirm the deletion.

Troubleshooting

Can’t Find the App

- Search for **ONLYOFFICE** or **ONLYOFFICE Documents**
- Make sure your device meets the minimum supported version
- Check that your App Store or Play Store is working normally

Installation Fails

- Check available storage space
- Verify your internet connection
- Restart your device and try again
- Retry the download from the app store

Minimum Device Support

- **iPhone / iPad** — iOS 14.0 or later
- **Android phones / tablets** — Android 6.0 or later