

Introduction to OfficeDocs

OfficeDocs is a document editing and collaboration platform included with your email hosting account. It allows you to create, edit, and share documents, spreadsheets, and presentations directly from your web browser

What you can do with OfficeDocs

- **Create documents:** Start new text documents, spreadsheets, presentations, and PDF forms.
- **Edit documents:** Make changes using the full-featured editor.
- **Collaborate in real time:** Work with colleagues on the same document at the same time.
- **Share externally:** Send secure links to people outside your organization.
- **Track version history:** Review previous changes and restore earlier versions.
- **Access your files anywhere:** Use OfficeDocs from a web browser, desktop application, or mobile app.

Access Levels

You can access OfficeDocs in several ways:

1. **Web browser:** Open your file manager and select a document to launch it in OfficeDocs.
2. **Desktop application:** Use the OnlyOffice desktop editors connected to your account.
3. **Mobile app:** Use the OnlyOffice mobile app on Android or iOS.

Getting Help

Use the table of contents to navigate to specific OfficeDocs topics, or browse the related guides to learn more about the available features.

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