

Company Onboarding Summary

Setting up FileFlex Enterprise is a 4-step process:

Step 1: Add a Company

Step 2: Add Content Sources

Step 2.1: Adding a Content Source

Step 2.2: Limiting Content Sources to Specific Folders and DrivesStep

2.3: Adding Networked Storage DevicesStep

2.4: Adding User Specific Content SourcesStep

2.4.1: Adding a PC

Step 2.4.2: Adding a Public Cloud

Step 3: Add Departments

Step 3.1: Creating Departments

Step 3.2: Managing Roles

Step 3.3: Assigning Content Repositories

Step 4: Add Users

Step 4.1: Adding Individual Users

Step 4.2: Importing Users

Step 4.3: Grouping Users into Departments

Step 4.4: Adjusting Permissions and Content Sources On a User-By- User Basis

Step 4.5: Adding User Contacts