Intralinks VIA®

Securely sync, share, collaborate
...and manage your business content

intralinks.com/via

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Intralinks VIA Overview

Intralinks VIA is an enterprise-class business solution that allows secure file sync, share, collaboration, and management of business content. Supported by a highly secure private cloud, our solution enables users to access critical content anywhere, anytime, and on any device.

Intralinks VIA gives business managers and IT professionals the tools to easily manage access to shared content and manage collaboration with business partners. This creates the opportunity for collaboration across the extended enterprise without compromising security or control – all while providing complete transparency.
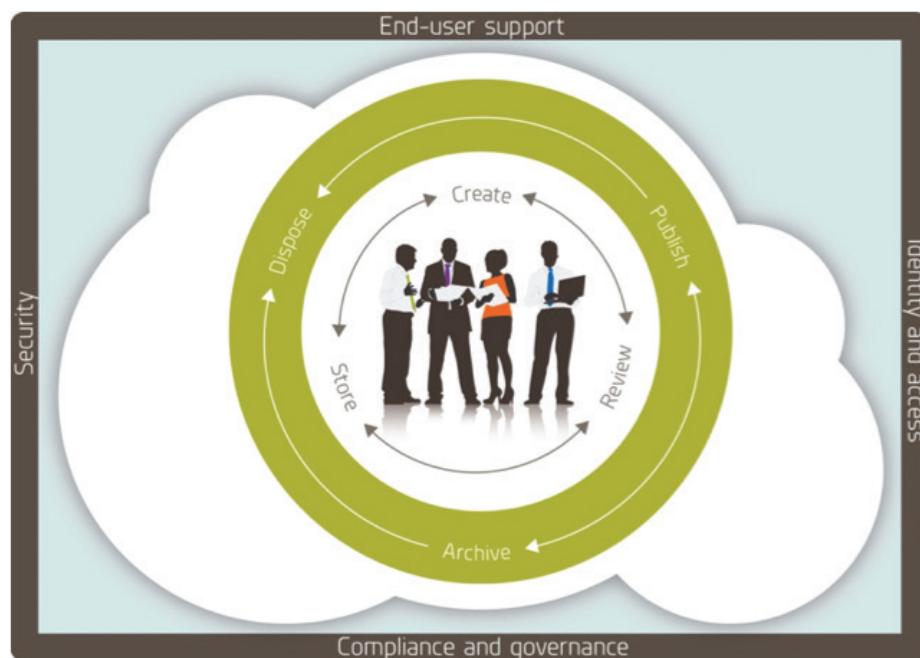
Intralinks VIA is delivered in two applications to meet the core collaboration needs of our customers. Intralinks VIA Pro is an easy-to-use application designed to enable mobile content access, file-sync-and-share capabilities, and ad hoc team collaboration. Intralinks VIA Elite enables organizations to securely share structured content outside of the firewall. It's a safe and effective way for employees to publish critical content to partners and stakeholders while maintaining control of the content lifecycle. Granular permissioning, integrated plug-in free IRM, and document-level security reduce the risk of information leakage and unauthorized sharing.

Enterprises using Intralinks VIA every day are enabled to engage in a wide variety of common and custom document sharing use cases. These customers have found a way to extend beyond their firewall to enable work across the enterprise boundary.

Common Intralinks VIA Use Cases

Mobile Content Access

- Secure web interface
- Desktop applications supporting Microsoft® Windows® & Mac OS®
- Secure mobile apps for iPhone®, iPad®, and Android™
- Multi-factor authentication and single sign-on

Externalize Enterprise Content

- Intralinks Connectors for Microsoft SharePoint® and other Enterprise Applications
- Integration with core systems and applications
- Maintain compliance while sharing externally
- Plug-in free IRM for lifetime content control

Team Collaboration

- Ad hoc team workspaces
- Structured content repositories
- Office® Web Apps to view documents online
- File-level commenting and version control

Secure Large File Transfer

- Transfer files of up to 11GB with ease
- Confirm chain-of-custody with access reporting
- Use reporting for compliance management

Secure Extranet

- Instantly deploy new content to all participants
- Granular user roles to manage user activity
- Plug-in free IRM controlled at the organization, Workspace, or folder level

Intralinks VIA Pro

Intralinks VIA Pro is designed to support today's collaborative work environment. Today, we work differently than we ever have before, on multiple devices and in multiple places. Work happens everywhere – both inside and outside of the firewall. Our organizations have changed as well. Strategic partners, agencies, regulators, auditors, and consultants are but a few of the outside organizations frequently working with critical content. Intralinks VIA Pro seamlessly integrates with the individual's day-to-day business life. Ease of use across mobile devices and desktop applications enables people to work anytime, anywhere. Intralinks VIA Pro enables all of this on Intralinks proven, secure platform.

Workspaces

An Intralinks VIA Workspace is a collaborative environment that can be securely shared. Workspaces can contain files and folders and the Workspace owner can invite others to share all of the content in the Workspace.

There are three user roles within a Workspace:

- **Owner** – Owners manage files, folders, and users within the Workspace; if not set by your Intralinks VIA administrator, Workspace owners can also determine Workspace and folder-level Information Rights Management (IRM) application
- **Editor** – Editors can be added at the Workspace or folder level; Editors can download, read, comment, and add files within the Workspace or the folder in which they have permission
- **Viewer** – Viewers can be added at the Workspace or folder level; viewers can download, read, and comment on content within the Workspace or folder in which they have permission ; viewers can also be "invisible", where only Workspace Owners can see their presence, and commenting on files is disabled
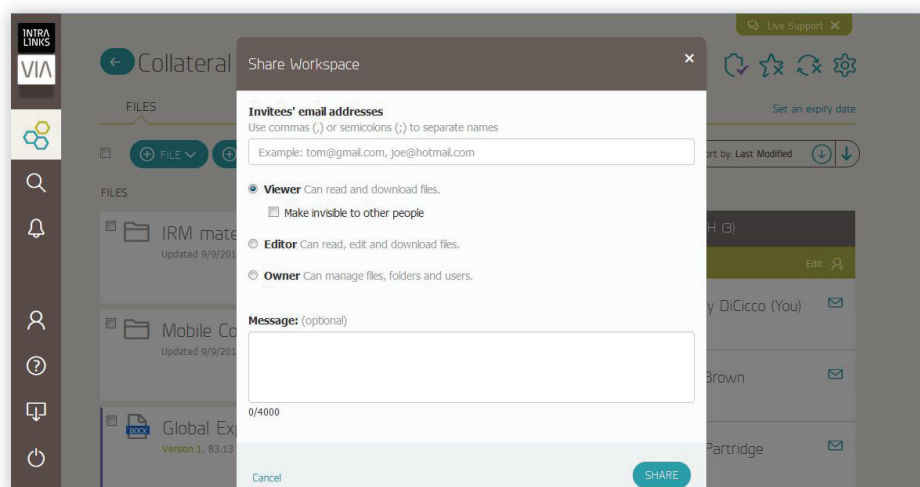

Workspaces create an environment for content to be shared with teams both inside and outside of your organization. Files of up to 10GB are supported, helping to reduce the reliance on email and FTP. In addition, each time a file is updated, a new version is created in the Workspace, so users can track the progression of content and access old versions when needed.

Users have multiple options to organize their Workspaces based on how they work. Workspaces can be filtered based on several criteria, selected as a favorite, or organized into Workboards. In addition, Workspaces can be pinned to multiple Workboards based on the individual user's preference for organizing their Workspaces.

File Sync

For provisioned Intralinks VIA Pro users, there is an option to sync all of the files and folders in a Workspace to their desktop. File sync can be enabled either through the web interface or directly from the Windows or Mac® desktop application. Once sync is enabled, all of the content in the selected Workspace will be copied to the user's computer for access online and offline. When the user is connected to the Internet, all files will update to the Workspace upon close, creating an updated version that will replace the older version in the cloud. In addition, any content updated while the user was offline will be synced from the cloud back to the desktop device when the user reconnects to the internet.
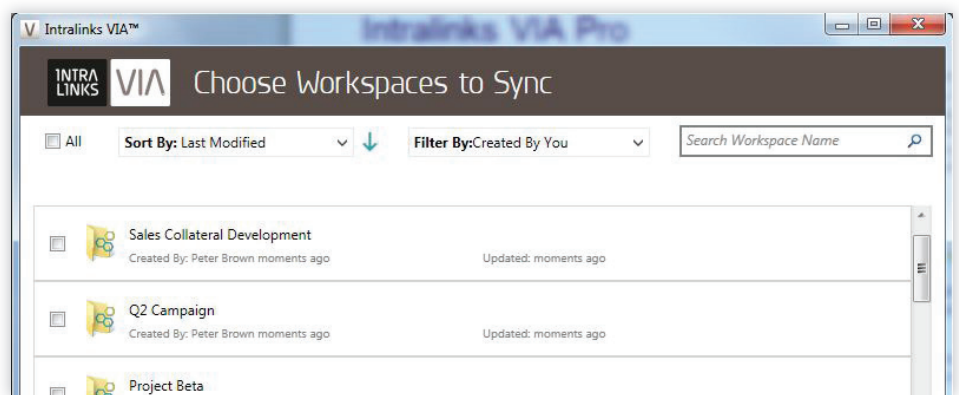
Sharing

With Intralinks VIA Pro, you have multiple options to invite people to get work done. Sharing can be accomplished from the web, from your desktop , and directly from Microsoft Outlook® . The application allows Workspace owners the flexibility to select the role for each user invited to the Workspace or folder.

From email, your subject line becomes a folder in the Workspace. All recipients of the email don't receive a large attachment, but receive a link to a folder in a Workspace. Select your recipients' role for the folder, determine if you wish to protect the content with Information Rights Management, and send. Intralinks VIA Pro will create the folder based on your email subject line and upload the content to your Workspace. All recipients simply log in to your Workspace and can begin collaborating.
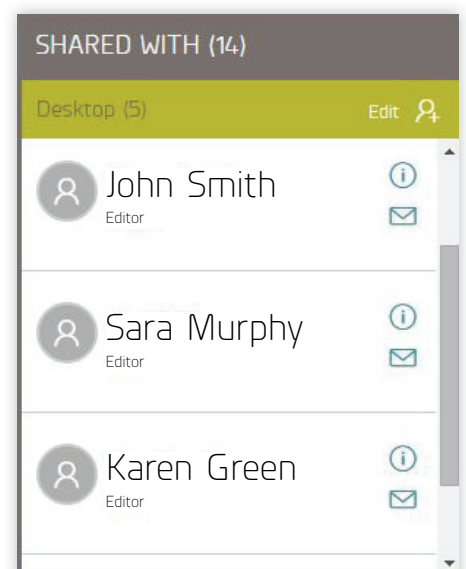
Mobile

Intralinks VIA Mobile allows users to maintain productivity regardless of location. Even while on the go, users can have instant access to information and collaborate. Sharing beyond the firewall with partners, vendors, and other third parties requires the utmost security and control. With Intralinks VIA Mobile, this can be achieved seamlessly with our superior features and capabilities:

- View all content and comments within Workspaces
- Tap on a notification and be directed to the relevant item
- Access live chat and e-mail support
- Access/view the Intralinks VIA demo from mobile device
- Annotate PDF documents from mobile device and upload back into Workspace
- Change/update password
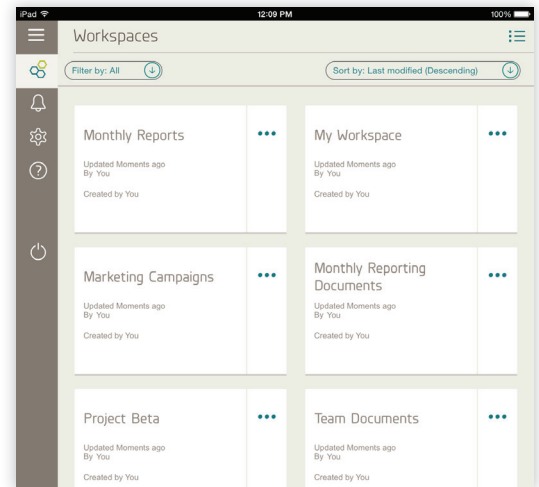
Desktop

Intralinks VIA Desktop Applications support both Mac and Windows computer systems. Downloading the applications will integrate Intralinks VIA Pro with Finder or Windows Explorer® respectively, allowing for seamless access to Workspaces that the user selected to sync. This allows the user to seamlessly work on content in Workspaces directly from the desktop without the need to log into the Intralinks VIA web interface.

With Intralinks VIA Desktop Applications, users have a wide array of options beyond simply accessing synced content including:

- Creating Workspaces
- Monitoring the sync status of Workspaces
- Selecting Workspaces to include/exclude from desktop sync
- Viewing and filtering Workspace notifications
- Managing and updating your Desktop Application Version
- Quick linking to Intralinks VIA for the web to manage Workspace participation
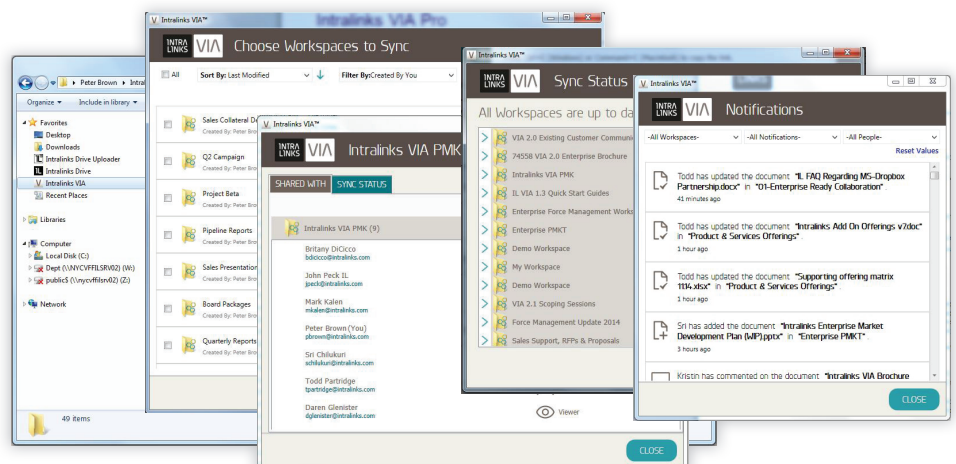
Outlook

Intralinks VIA for Microsoft Outlook is designed to remove the reliance on email attachments to ensure shared content is easily accessible, auditable, and controlled. When sending content to new people, users can create new Workspaces and folders within existing Workspaces, set user permissions, and enable IRM protection. The email subject line becomes the new folder's name and all of the attachments are populated in that folder. All recipients' roles in the designated Workspace will be set the same, as Editor or Viewer, within the folder.

Recipients of the email will receive a link to the Workspace Folder where the content resides. They simply log in to Intralinks VIA to access the content and act upon it based on their defined permission.

Intralinks VIA Elite

Intralinks VIA Elite is designed for organizations seeking to share structured content repositories and execute document-centric workflows among large teams. Organized in Intralinks Exchanges, Intralinks VIA Elite provides content managers the ability to create highly structured document hierarchies and enable very granular access rights from the Intralinks Exchange at the folder and file levels. For organizations seeking to externalize their enterprise content management system, or create a secure repository for sharing content across large organizations, Intralinks VIA Elite provides a robust set of features to ensure lifetime content control.

Exchanges

An Intralinks Exchange is the core sharing construct of Intralinks VIA Elite. Intralinks Exchanges enable organizations to set up and manage structured content repositories to allow employees to securely distribute sensitive documents to wider audiences both inside and outside of the organization. Intralinks Exchanges provide a mechanism to manage document-centric processes through granular permissions for both users and documents; the ability to tag, search, and sort through content quickly; and configure workflow.

Sharing

Every person invited into an Intralinks Exchange in Intralinks VIA Elite is assigned a role, or set of rights and responsibilities for that particular Exchange. If you have been invited to multiple Exchanges, you may have a slightly different role in each Exchange.

There are three basic Exchange roles within Intralinks VIA Elite:

- **Reviewer** – Reviewers consume and read content
- **Publisher** – Publishers read content and add content to the Exchange
- **Manager +** – Managers are responsible for setting up and maintaining an Exchange; they can publish and read content, and determine who has access to the Exchange

In addition to the individual user roles within the Exchanges, Managers of the content can assign file-level controls that determine what the individual users may do with the content.

Mobile

With Intralinks Secure Mobile for iPad and iPhone, users can access Intralinks Exchanges and facilitate document sharing, therefore driving productivity. All of this can be done with strict document security and the utmost control.

Intralinks Secure Mobile can:

- Add users and groups on-the-go and view current information in real time
- Navigate folders and quickly scroll through or search documents
- Access and view files up to 3 GB and speed information exchange
- Access a wide variety of file types supported by an iPad or iPhone operating system
- View file properties: date and time created or updated; person who created or updated it; size and location
- Review document access reports in a graphical format
- Send file alerts to share updates or drive actions such as document review requests
- Rapidly search files based on document names or content, or bookmark files for quick access
- Download and synchronize contacts from Intralinks to an iPhone or iPad
- Send e-mail to existing contacts, create new contacts, and link to existing contacts

Desktop

Intralinks VIA Elite desktop applications enable users to work with up to 10 Intralinks Exchanges with virtual desktop access. Users with Intralinks Desktop applications installed can easily create file hierarchies, access content, and upload new or modified content.

Intralinks Drive

With Intralinks Drive, users can virtually access selected Intralinks Exchanges directly from their Windows desktop with all of their Intralinks Exchange rights and permissions in place. Support for Outlook, Adobe®, and Microsoft Office, Intralinks Drive delivers collaboration at users' fingertips.
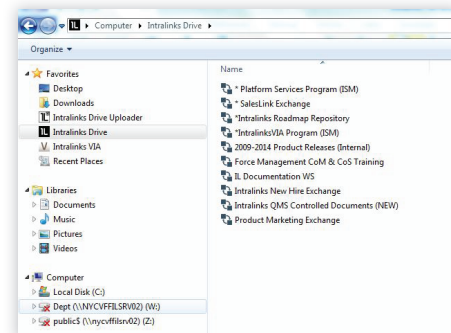
Intralinks Drive Uploader

Intralinks Drive Uploader is a staging application that enables you to populate your Intralinks Exchange with new content. Edit, save, delete, or add new content to Intralinks Exchanges with drag-and-drop functionality. Uploader is designed to enable the "Save As" function from your desktop. From a Microsoft Office or Adobe PDF document, the user can select the Save As function and select Intralinks Drive Uploader, then the desired Intralinks Exchange location.

Intralinks Platform

The Intralinks Platform is built upon a secure, multi-tenant SaaS infrastructure to provide customers with a robust content collaboration platform focused on the business practice of external sharing of corporate content. When the enterprise needs to share information beyond the corporate firewall, it needs a platform that provides key tools for complying with defined enterprise governance, enabling sharing process control, and managing the content during its defined lifecycle.
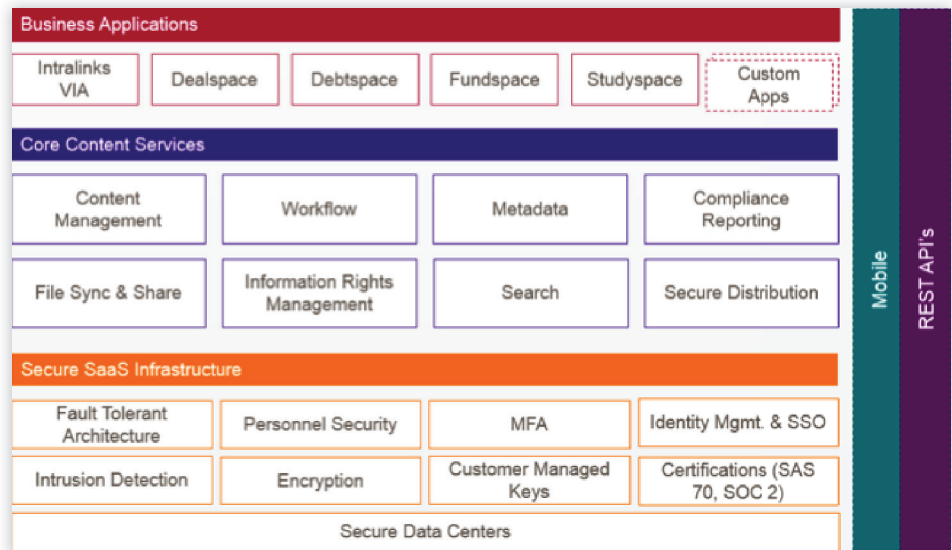
Secure Multi-Tenant SaaS

Trusted by the world's largest financial firms, life sciences companies, and other heavily regulated industries, Intralinks is a global leader in enterprise collaboration and document security. We are *the* multi-tenant SaaS-based collaboration platform providing unparalleled protection for the entire lifecycle of your most valuable content. Intralinks takes a comprehensive, multi-faceted approach to security. Several complex layers work together to create an all-encompassing barrier against potential risks and threats.

Application Security

- Strict, single-user ID and password protocol, two-factor authentication, and adaptive Multi-Factor Authentication (MFA)
- Full encryption and protection of your data when in transit, and when at rest – for the entirety of its existence
- Supports existing workflows, processes, and permissions with customizable allowances for access and control spanning all users
- Prevents the saving and sharing of files outside of the platform through built-in Information Rights Management document locking and protection, and dynamic watermarking
- Private cloud model ensures you know where your protected data is at all times

Infrastructure Security

- 256-bit AES encryption strong enough to handle even the most adversarial attacks
- Strategically separated, graphically remote data centers prevent data destruction under all catastrophic scenarios – and speeds data recovery in the instance of a disaster through real-time replication, multiple connections, and alternative power supplies
- All Intralinks personnel are rigorously screened and subject to confidentiality agreements

Process Security

- Change control designed to prevent the introduction of additional vulnerabilities during product releases
- Business continuity planning maintains proactive disaster recovery with repeated failover capabilities and data center recovery testing

Certifications

More than 170 Intralinks clients have performed audits and/or due diligence on our security operations and processes to verify that our operational controls, procedures, and technology meet their security standards.

Our current certifications:

- SOC 2 Type II (formerly SAS 70 Type II) since 1999
- SSAE 16/SOC1 certified [US and UK data centers]
- ISO 27000-1 certified [US data centers]
- ISO 9001 certified [UK data centers]

- ISAE 3402 certified [UK data centers]
- Safe Harbor
- 21 CFR Part 11 validated for electronic records
- DoD 5220.22M compliant

Core Collaborative Services

Content Management

Intralinks provides more than a secure location for document storage when collaborating with parties outside of the immediate organization. The Intralinks platform is designed for full content management during the sharing lifecycle, enabling full control over content creation, indexing, and publication. Version control, file, and folder-level permissions for users and groups, audit trails, and secure viewing features are all provided by the platform.

Define metadata at both the document and folder level to tag content for increased search capabilities. Powerful full text and metadata searches can be executed within specific document exchanges or across the entire enterprise. You can just as easily locate teams or individual collaborators.

Document lifecycle management also enables full control and customization over notification and alerts, ensuring appropriate stakeholders are identified and notified of document arrivals, changes, and tasks.

Document Workflow

Manage business processes through customizable workflows permitting complete control over document distribution, requests, submissions, approvals, and review. Rules-based processes offer enhanced flexibility when configuring workflows.

Create process rules based on a variety of configurable criteria, including custom fields assigned to documents and groups. You can also define workflow execution, file types, permissions, and additional actions, and trigger alerts and notifications to ensure even smoother collaboration.

Compliance Reporting

Today's global enterprises require a collaboration platform with diverse reporting capabilities designed for industries where compliance is key. Intralinks provides comprehensive electronic communications reports, including tracking on all access and changes to controlled documents, security and compliance event reporting, and may be integrated with enterprise GRC systems.

Information Rights Management

The way we work, share, and collaborate has changed. We now work within the cloud, where traditional firewalls and VPNs no longer offer the best possible defense against vulnerabilities and external threats. The enterprise needs to maintain absolute control over its content, regardless of where it resides or travels.

Today's enterprise needs Information Rights Management.

Intralinks **IRM by design™** protects your most critical content no matter how or where it is shared, or with whom. Get complete, end-to-end control over your information at the file level, for the entirety of its lifecycle – without impeding collaboration and productivity.

Intralinks IRM provides:

- **Plug-in free security** – A seamless experience for content creators and collaborators
- **Lifetime protection** – Control extends throughout the lifecycle of the document, whether at rest, in transit, or in-use – regardless of location or device
- **Precise document controls** – Manage the protection of PDFs and Microsoft Office files with explicit, individual permissions, such as view, edit, save, and print
- **Dynamic Policy Management** – Rights and permissions may be updated and revoked even after a file has been downloaded

Platform Extensibility

Optimize your enterprise collaboration experience when you do more with Intralinks. Intralinks' product extensions, integration adapters, and application programming interfaces (APIs) link critical systems to help drive secure collaboration – all while working seamlessly within the business applications you use every day.

Intralinks APIs

Manage and control content, users, sessions, and system administration with a comprehensive API map. Developed on Representational State Transfer (REST) architecture, Intralinks APIs are web-services ready and available to developers to create Intralinks-based solutions.

Intralinks external API's allow you to create applications for the posting and extraction of information to and from Intralinks exchanges. Back-end applications, such as document management and accounting systems, may drive greater productivity and collaboration when integrated to exchange information with Intralinks.

Intralinks Integration Adapters

Quickly build a strong yet open and flexible technology infrastructure using our portfolio of adapters and pre-packaged functionality. Intralinks adapters enable communications between Intralinks and external systems with client-side .NET applications and XML-based file messaging. Build and deploy automated integration with your current architecture, such as existing databases or content management systems, and extend your ability to control or share documents, folders, users, groups, permissions, alerts, and reports.
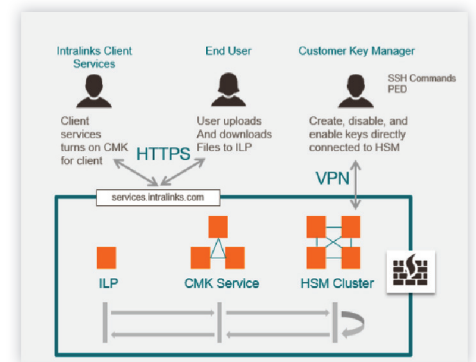
Intralinks Connectors

Integrate Intralinks using the out-of-the-box connectors with several external systems, including Microsoft SharePoint and Salesforce.com, without any additional hardware or software. Enhance your existing Intralinks platform with packaged services for file transfer, permission management, reporting, and workflow.

Customer Managed Keys

Customer Managed Keys (CMK) is a unique, combined hardware/software solution that provides customers control over the ability to manage the encryption keys used to protect their data in the cloud.

This solution is available as an optional additional layer of content security to all Intralinks VIA customers. Intralinks' CMK solution allows enterprises to maintain control of their hosted content without disrupting information sharing with customers and partners – a 'best of both worlds' for security and regulation-sensitive customers.

With Intralinks' CMK solution customers are provisioned with dedicated encryption keys and a direct, secure, dedicated connection to the Intralinks data center where they can manage their keys. Customers with their own encryption keys are able to maintain control of their content, while avoiding difficult on-premise application deployments that create IT complexity and operational expense. The CMK solution consists of both hardware and software components distributed between the customer's premises and the Intralinks data center.

Customer Managed Keys are an important addition to the multi-layer key management system Intralinks has been using with customers for years. In addition to auto-generated data keys that are used to encrypt files, Intralinks has added a new step in the process that includes the customer key. This new step continues to provide the compartmentalized risk where each data file gets its own unique data key, while still allowing for a customer key rotation process that does not require re-encrypting terabytes of data.

About Us

We are the standard for trusted collaboration among networks of business professionals.

Intralinks is a leading, global technology provider of beyond-the-firewall collaboration solutions. Over 99% of the Global Fortune 1000 use the Intralinks platform to securely share content and collaborate anytime, anywhere, with business partners. Gartner* recognizes us as the top-ranked supplier in the Enterprise Collaboration and Social Software category.

A pioneer in software-as-a-service (SaaS), Intralinks created the first solutions for syndicated lending over 18 years ago, which then led to the world's first Virtual Data Room (VDR), used to support the complex and highly regulated process of managing strategic financial transactions. Over the years Intralinks Dealspace® has become the recognized market-share leader and innovator in the VDR marketplace, used to support over $28.5 trillion in transactions involving over 1.8 billion pages.

Today, Intralinks has grown to support strategic collaboration solutions for a wide range of industries, including financial services, life sciences, technology, and manufacturing. More than 3.1 million professionals use our solutions to support mergers and acquisitions, drug discovery, and enterprise collaboration with Intralinks VIA, which helps organizations take lifetime control of their most important information and frees employees to reach new levels of productivity.

Key Facts

Company	• Founded in 1996 • 810 employees (as of December 31, 2014)
Financials	• Publically traded (NYSE:IL) • $255.8M revenue (2014)
Customer footprint	• 3.1M total paid users across 90K organizations since launch • 35K new users per month, 68K logins per day
Technology platform	• Has been used by 99% of the Fortune 1000 • $28.1T of financial transactions completed

*Source: Gartner, Inc., 'Market Share: All Software Markets, Worldwide, 2013, 'March 2014, G00260918

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