

# netfiles Deal Room

## Service Description

## Features

GENERAL	DEAL ROOM
Storage space	500 MB per user
No restriction on the number of documents and/or pages within the storage space limit	✓
System availability > 99.9%	✓
Available languages: German, English	✓
Light, dark or light/dark user interface	✓
Extensive configuration options for the data room	✓

SERVICE & SUPPORT	DEAL ROOM
Automatic software updates	✓
Free e-mail and telephone support	✓
Online introduction/training	✓
Online HelpCenter	✓
Introductory documentation in English and German	✓
Audit-proof data room archive on selected storage media and shipment to project participants	✓ (optional at extra cost)
Online data room archive	✓ (optional at extra cost)

DOCUMENT MANAGEMENT	DEAL ROOM
Individual project and directory structures	✓
Document preview in the browser	✓
Granular access rights to folders and files with separate download and edit permissions	✓
Additional access right "View only" for folders and files	✓
Redaction of text passages and areas in PDF documents	✓
Document approval (four eyes principle)	✓
Drag & drop Upload	✓
Bulk upload (simultaneous upload of multiple files)	✓
List, collapsible list and thumbnail view	✓
Edit Office documents in the browser	✓
Private annotations in documents	✓
Shared annotations in documents	✓
Search function (file names, attributes, full text)	✓
Versioning with check in/check out	✓
Automatic notifications	✓
Personal labels	✓
Group labels	✓
Mark unread documents	✓
Recycle bin	✓

USER MANAGEMENT	DEAL ROOM
Individual user invitation	✓
Unlimited number of user groups	✓
Individual assignment of users to groups	✓
Time restricted user access	✓
User setup without immediate invitation	✓
User import via xlsx-file	✓
User specific feature permissions	✓
User specific visibility settings for other users	✓

REPORTS	DEAL ROOM
Audit proof report of all activities (logfiles)	✓
User specific activity reports	✓
User activity overview	✓
User group activity overview	✓
Data room index (list of all folders and files)	✓
User list	✓
New/modified files	✓
Recently used files	✓
Unread documents	✓
Data and logfile export	✓
Data room index export	✓
User specific data room index export	✓

SECURE FILE SHARING/MANAGED FILE TRANSFER	DEAL ROOM
Send and receive large documents (up to 48 GB)	✓
Generate download link for sending with own e-mail client	✓
Encrypted data transfer	✓
Password protected download	✓
Confirmation of receipt	✓

ENHANCED DATA ROOM FUNCTIONALITY	DEAL ROOM
Index upload	✓
Automatic indexing	✓
Disable print and download	✓
Personalised watermark for document-security	✓
Extended access right - Download protected PDF file	✓
Customizable disclaimer	✓
Expiry date for documents	✓

SECURITY AND COMPLIANCE	DEAL ROOM
Two-factor authentication (login verification by text message/SMS or OTP app)	✓
Passkey login	
Adaptable password policy	✓
Encrypted data transfer using 256-bit SSL/TLS and perfect forward security	✓
Encrypted data storage (AES-256-encryption)	✓
Virus protection	✓
State-of-the-art security system with multi-layered firewalls and intrusion prevention system	✓
Daily data backup	✓
Data mirroring to backup data center	✓

COLLABORATION	DEAL ROOM
Video conferencing (online meetings and screen sharing)	✓
Commenting folders and files	✓
Shared annotations in documents	✓
Send link internally	✓

CUSTOMIZING/BRANDING	DEAL ROOM
Customizable user interface to match corporate identity	logo, colors, e-mail

MOBILE ACCESS	DEAL ROOM
Access via mobile browser	✓
Access via netfiles mobile app for smartphones and tablets (iOS, iPadOS and Android)	✓

ADMINISTRATION/SETTINGS	DEAL ROOM
Comprehensive data room configuration options	✓

API	DEAL ROOM
WebDAV	✓
Secure File Transfer Protocol (SFTP)	✓
Single Sign-on (SSO)	
netfiles API for automated data synchronization	✓
API calls per month	50.000



COMPANY-WIDE ADMINISTRATION	ENTERPRISE
Setup, administration and deletion of data rooms by the customer	✓
Central user management	✓
Central password reset	✓
Blacklists for e-mail domains	✓
Regular verification of external e-mail addresses	✓
Automatic deactivation or deletion of inactive user accounts	✓
Automatic synchronization of user accounts with a master data set (CSV or XML file)	✓
Standardised user interface and settings for all data rooms	✓
Configuration of default settings for new data rooms	✓
SingleSignOn Integration	✓

## Provisioning/Operation

### Provisioning in highly secure data centers

- Hosting in highly secure ISO/IEC 27001 certified data centers located in Germany
- Multi-level security system with double firewall systems
- 24 x 7 x 365 operation, monitoring and management of the application
- Application availability (service level) over 99.9%.
- Redundancy of all server components

### Secure data transmission

- SSL/TLS encrypted data communication between the user's web browser and the netfiles application servers
- The security of the SSL/TLS encryption of the netfiles server can be checked at any time via the well-known Qualys SSLlabs test

### Secure authentication

- Access to data room is only possible with a valid combination of user name and password or passkey

### Secure data storage

- All documents are scanned for computer viruses during upload to the netfiles data room
- All documents are securely stored in the netfiles data room with AES-256 encryption (Advanced Encryption Standard)
- Real-time mirroring of data to redundant storage systems
- Hourly backup of all data and additional backup by mirroring all data to a second data center

### Regular security audits

- ISO/IEC 27001:2013, BSI C5 and SOC2 certification
- Regular security and penetration tests by independent specialists for security audits

## Services

### Support included

- 24 hours / 7 days support by e-mail without additional costs
- Telephone support on weekdays without additional costs
- Comprehensive online help center in German and English
- Free online introduction on data room usage, administration and setup for administrators

### Software updates included

- Free software updates (maintenance updates and new functions) during your use of the netfiles data room

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