



MAIL & COLLABORATION SOFTWARE FOR YOUR COMPANY

Groupware / Mail / Messenger / Cloud Disk

SOFTWARE STRENGTHS

A Mail System that Blocks 95% of Spam

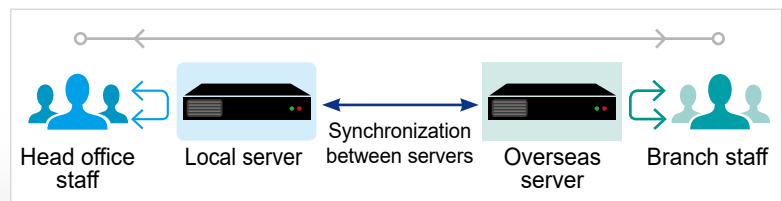
- A stable mail service founded on 16 years of experience
- Setup individual or company level spam filters
- Send a daily list of blocked spam
- Block 99% of email viruses

Synchronization with Mobile Apps

Groupware / Messenger / CloudDisk / Note / Time-punch for iPhone, iPad, Android phones, and Android tablets

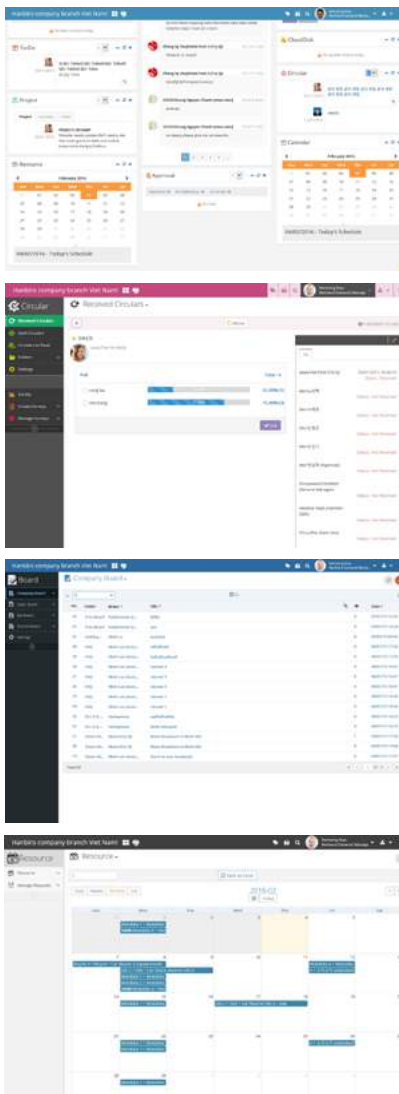
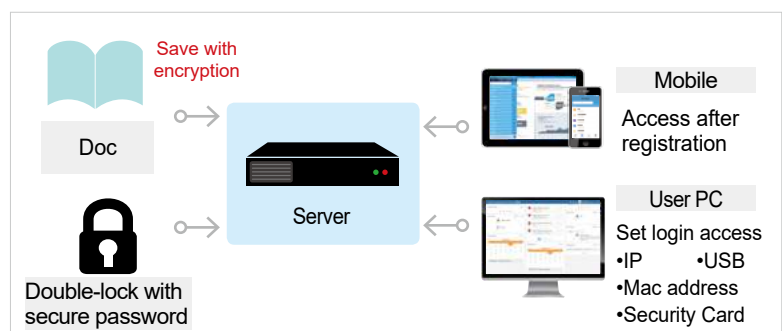


Support for Global Businesses with Multiple International Subsidiaries



Various Types of Security

- Setup access control from the Web and by mobile
- Preserve documents with password protection
- Save server files and document data with file encryption



* 4 new aesthetic themes

Cloud Storage Built Exclusively for Your Business

Connect and access documents and photos by mobile app or Web browser through auto-sync any time, anywhere.

- Centralize all files through CloudDisk
- Automatically synchronize files from your PC to CloudDisk
- Collaborate on and share files between users
- Communicate through memos in each file
- Exchange files with outside clients and guest users
- Receive push notifications whenever files are uploaded or memos are added to shared folders



Customize Groupware for Your Company

- Add functions
- Develop new related programs
- Modify settings to your preferences
- Connect with your previously used software

Purchase Software for Life

- Build Moffice Suite software on an on-premise server or self-hosted server after purchase

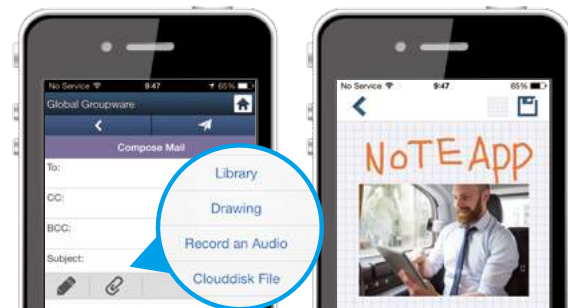
Mobile Push Notifications

- Receive mobile notifications when you receive a new Messenger message, report, or document, or when a new file is uploaded or edited
- Get alerts when a document sent for Approval is returned



Add Handwritten Notes on the Mobile App

- All text editor windows in the mobile app support handwritten notes, text input, and image insertion when creating a draft



Edit Software to Your Preferences

- Display your company logo and CI



Time-punch Mobile App

- Punch in or out through NFC, Wi-Fi, or GPS

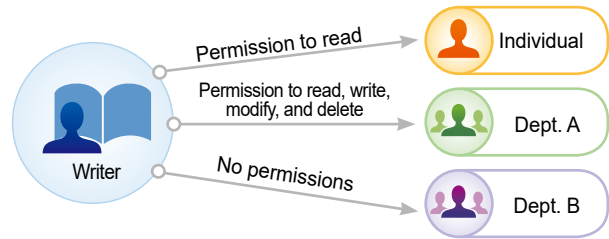


Numerous Communication Tools

- Access Messenger any time, anywhere from PC or mobile
- Keep in touch and in communication through Board, Whisper, Circular, and Today's Thought

Diverse Sharing Settings

- Set reading, modifying, deleting, and writing permissions per user
- Choose to share with individuals, a department, or company-wide



Archive Management

- Store older files from the Groupware database to the Archive
- Backup files saved with encryption
- Search through documents comprehensively with various filters

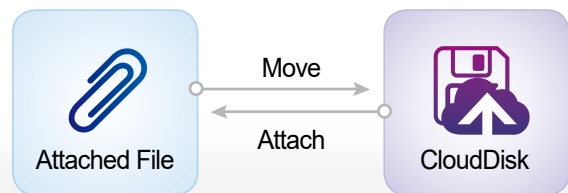
Utilize Your Own Company Forms

- Write, edit, and draft by applying HTML or program templates to every text window
- Modify and use programming templates for automatic formula calculations

Move File Attachments to CloudDisk

- All attached files, for all menus, may be moved to CloudDisk after being previewed and saved

All text windows, Web or mobile, support CloudDisk file attachments



Messenger Voice Talk

- Talk to other co-workers for free with Wi-Fi connected mobiles through the Voice Talk feature



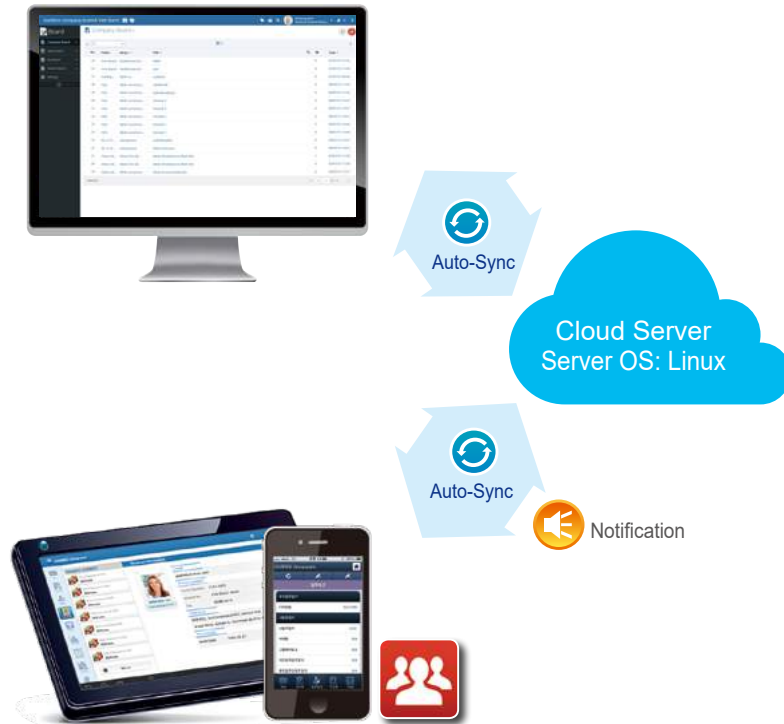
Audio Message Attachments

- Record audio messages and send them as attached files for every text, Messenger, or Whisper window on mobile
- Send voice notes as messages, perfect for those who find typing tiresome



SOFTWARE OUTLINE

Collaboration



Web Browser UI

- IE Version 10 or above for the modern interface
- IE Version 9 or lower for the classic interface

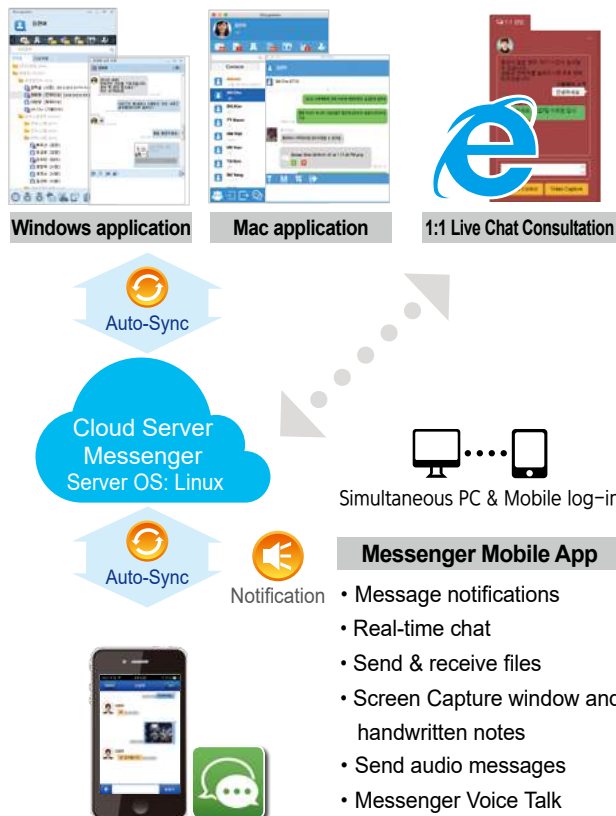
Menu

- Mail
- Task
- Board
- Calendar
- Contact
- ToDo
- Circular
- Resource
- HR
- Project
- Holiday
- Organization
- Employment
- Archive
- Whisper
- Approval
- Expense
- Asset
- Feeds

Groupware Mobile App

- Sync Calendar and Contacts
- Notifications when new documents are received

Messenger



Messenger Mobile App

- Message notifications
- Real-time chat
- Send & receive files
- Screen Capture window and handwritten notes
- Send audio messages
- Messenger Voice Talk

CloudDisk



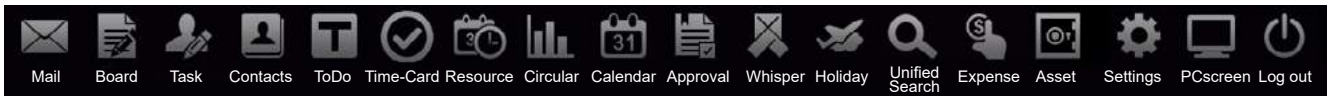
※ We offer Groupware, Messenger, and CloudDisk software as a package or separately

COLLABORATION

Select tab menus as desired for individuals users or the company



Mobile App



Mail

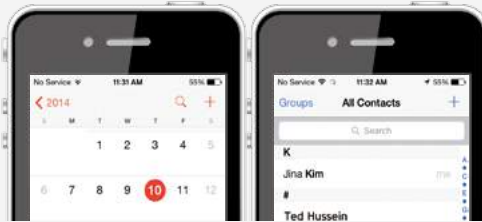
- Filter spam for each company or user
- Block about 95% of spam after setup
- Send a daily list of blocked spam
- Block 99% of email viruses
- Supports POP3 and IMAP

Clean Mail Guaranteed



Notification
Be notified when you receive emails from selected addresses
NO SPAM !! NO VIRUSES !!

Calendar and Contacts

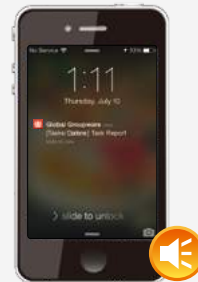


Pre-Installed Mobile Calendar and Contacts Software



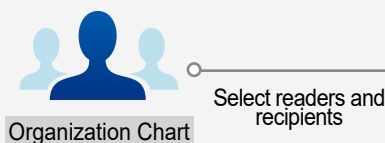
Select Calendar and Contacts groups to synchronize to **Groupware**

Task

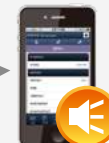


Notification
When you receive a new Task Report **Secure Report** Report will be protected with a second password-lock

ToDo



Sent ToDo
My ToDo



- Progress status
- Show / Hide Calendar
- **Notifications**

Project

Work Name	Start Date	Duration	2016-02					2016-03				
			05	06	07	08	09	10	11	12	13	14
Website Plan	06/01/2016	29	Today									
Test new LII	06/01/2016	29										
Run demo	06/01/2016	29										

- A system to manage and control project schedules and work
- Project personnel expenses, operation expenses worksheet
- Work progress Gantt chart, process sheets
- Work issue tracking system

Approval

Company Official Approval System

Send drafts to supervisors for approval regarding promotions, purchases, business decisions, opinions, reports, agreements, negotiations, and more.

Approval Route

- Approve • Reject • Hold

Board

Absolute Security with Secret Articles, Double Security with Secure Articles

- **Secret Articles** : Set up a new password for each post
- **Secure Articles** : Allow access to those who have a secure password

Company Board

- Operate efficiently with Notice, Free, and Permission Boards and set read/write/delete permissions per user

Notification
When a new Article is posted on a Company Board

Circular

Distribute official information with Groupware

Organizational Chart → Select readers and recipients → **Announce Notify** (Agree, Vote, Honors) → Collect individual responses → **Confirm** (Agree) → Mobile notifications

Survey

Creating Forms	Publishing Surveys	Checking Results
<ul style="list-style-type: none"> • Share surveys • Create using an HTML editor • Easily add page breaks • Add multiple choice or text box questions 	<ul style="list-style-type: none"> • Adjust duration of survey • Allow anonymous answers • Prevent duplicated responses • Offer outside user participation 	<ul style="list-style-type: none"> • Analyze results by group • Confirm individual survey responses • Set survey results as public or private

Archive

- Save old files in archives
- Store encrypted files in the Archive system database separately from Groupware

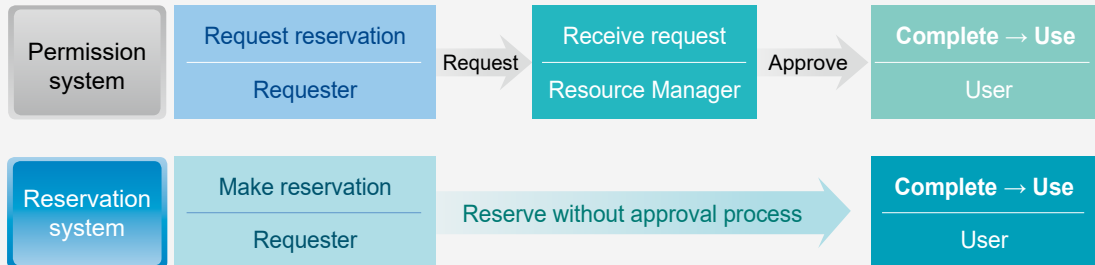
Archive Library (Index) → **Archives** (Search, view decrypted files) → **Backup or Transfer** (Hard Disk, USB)

View in user PC
Examine encrypted files through document Viewer

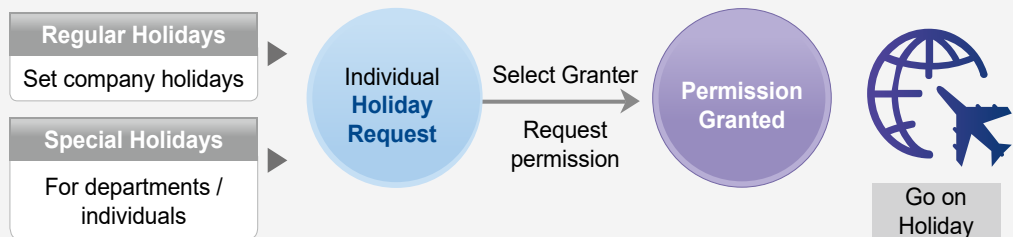
COLLABORATION

Resource

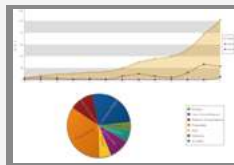
An organized system for reserving facilities and requesting approval for usage. For conference room reservation attendees, the event is automatically added to Calendar and notified by both Whisper and Mail.



Holiday

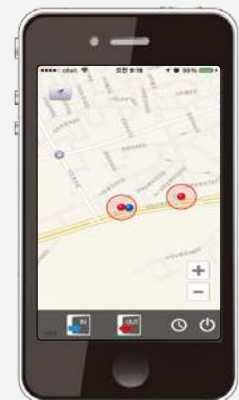
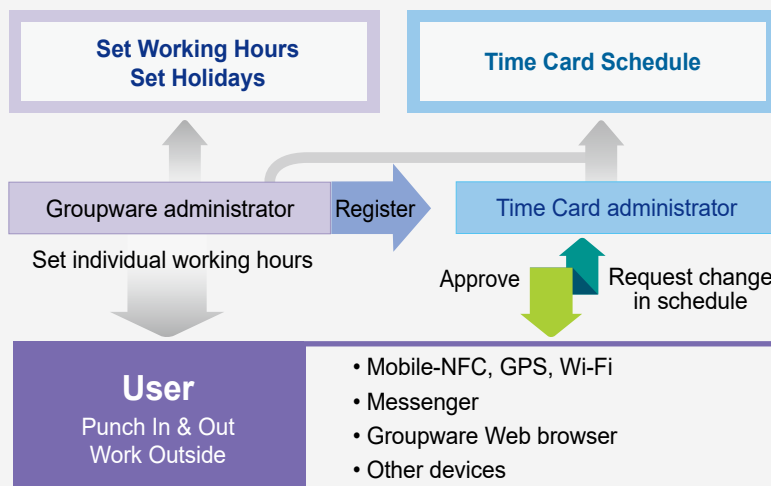


Organization Employment



- **Employees Status:** Change in Number of Employees / Metrics based on Job Title, Gender, and Region
- **Issue Certificate:** Request and issue certificates
- **Employment:** Job application → Resume screening → Interview → Employment

Time Card system



Asset

Management system for tangible and intangible fixed assets to use, discard, sell, etc.

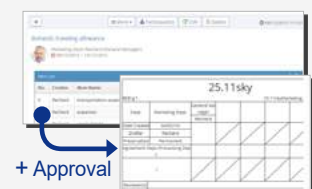
- Reserve assets by location, person responsible, status, and more
- Register and manage finished and unfinished assets and goods
- Import and export Excel or CSV files, print labels
- Straight line, fixed rate, etc. depreciation systems



Expense

Comprehensive expenditure management system

- Manage all travel and sales expenses, cash disbursement vouchers, purchase orders, etc.
- Connects with the Approval menu, Statistics, and Yearly / Monthly reports
- Shared and CC expense reports that can be shared with teams or departments



CLOUD DISK

Collaboration / mail / Messenger / Cloud Disk

Establish Your Own Safe and Private CloudDisk

Create an integrated file management system for your company through a central server

Save and encrypt all files onto the CloudDisk server

Stay prepared with a Disaster Recovery System



CloudDisk Features



Auto-Sync to Cloud server

Auto-sync a selected desktop folder with the Cloud Folder on CloudDisk
Auto-sync each file movement, copy, update, creation, etc.



Notification Folder

Set any desired folder as a Notification folder to view revision history of that folder separately



Share Company / Individual Folders

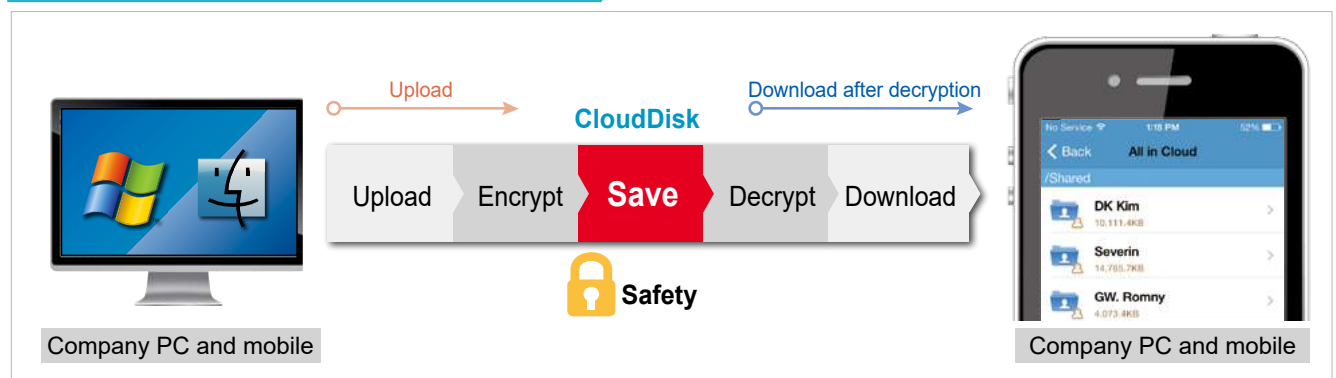
Grant rights and share files to selected users



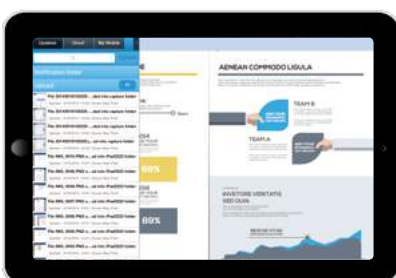
Attach Files in Groupware

Files on CloudDisk can be sent as attachments in any Groupware text window

Utilize a Safe Cloud System



Other Functions



01. Auto-Sync

Auto-sync a selected Windows / Mac folder with the Cloud Folder on the server

02. Share Settings [Employee]

Set upload / Download / Read / Modify / Delete permissions

03. Invite Guests [External user]

Set upload / Download / Read / Modify / Delete permissions

04. Prohibit Modification & Copying [File lock]

05. Most Recent Version Information and Revision History

06. Send Files with Web Link Addresses

07. File Encryption

Set and open files with exclusive passwords

08. Write Memos for Each File

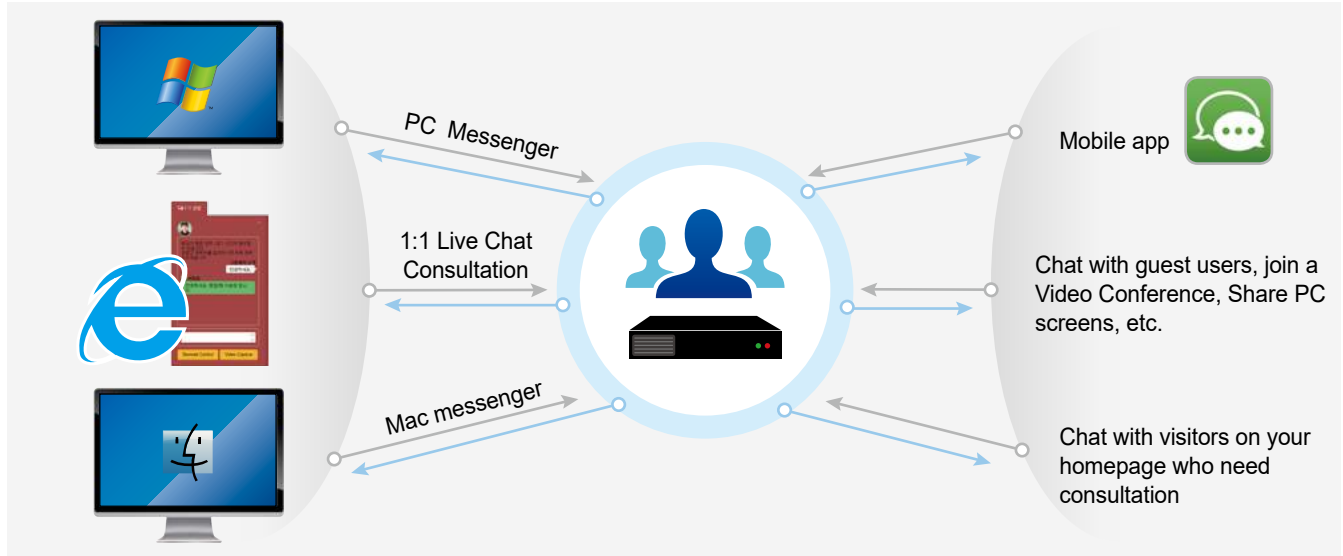
09. Restore Deleted Files

10. Edit Images

Rotate, crop, and Resize images

MESSENGER

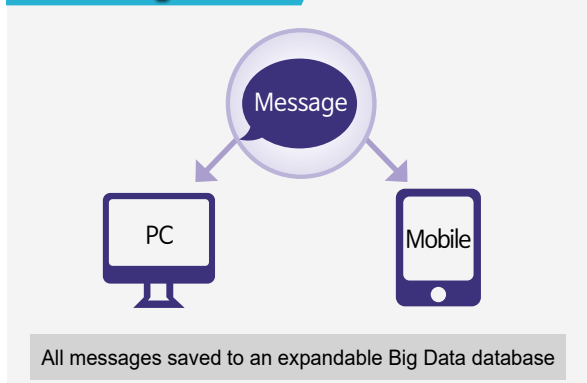
Establish private communication between your PC and mobile device



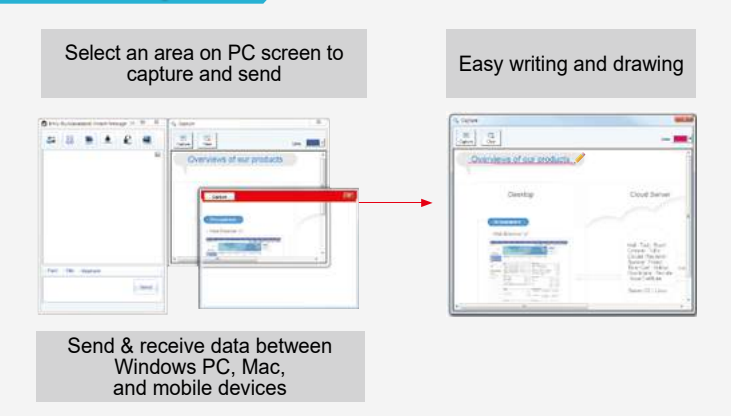
Mobile Messenger App



Simultaneous PC and Mobile Login



Screen Capture



Share PC Screen

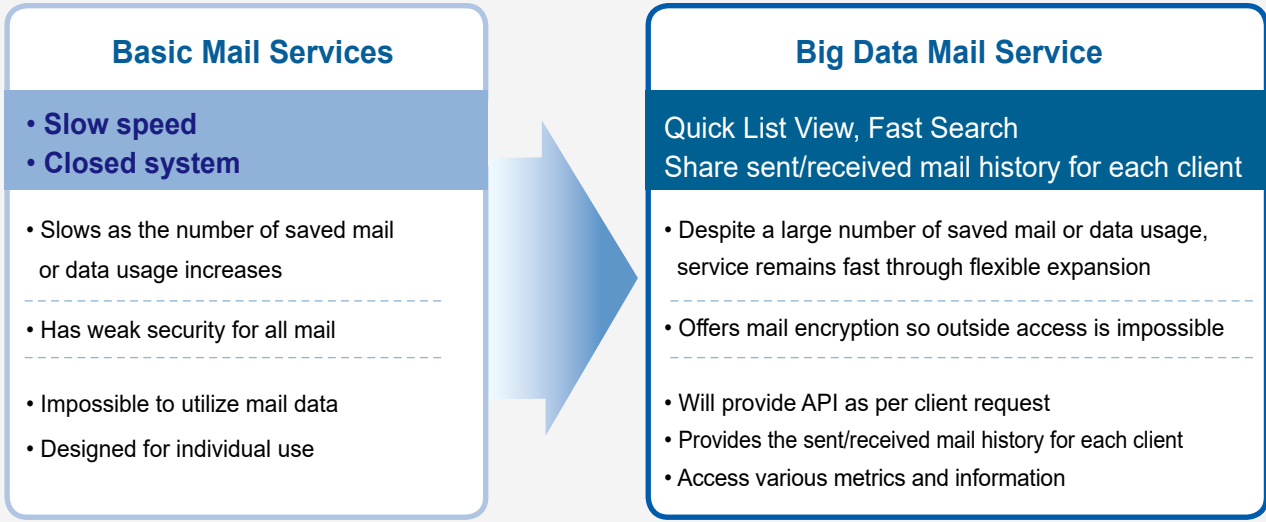
Explain work while simultaneously showing your PC screen to the other person

Request Remote Assistance

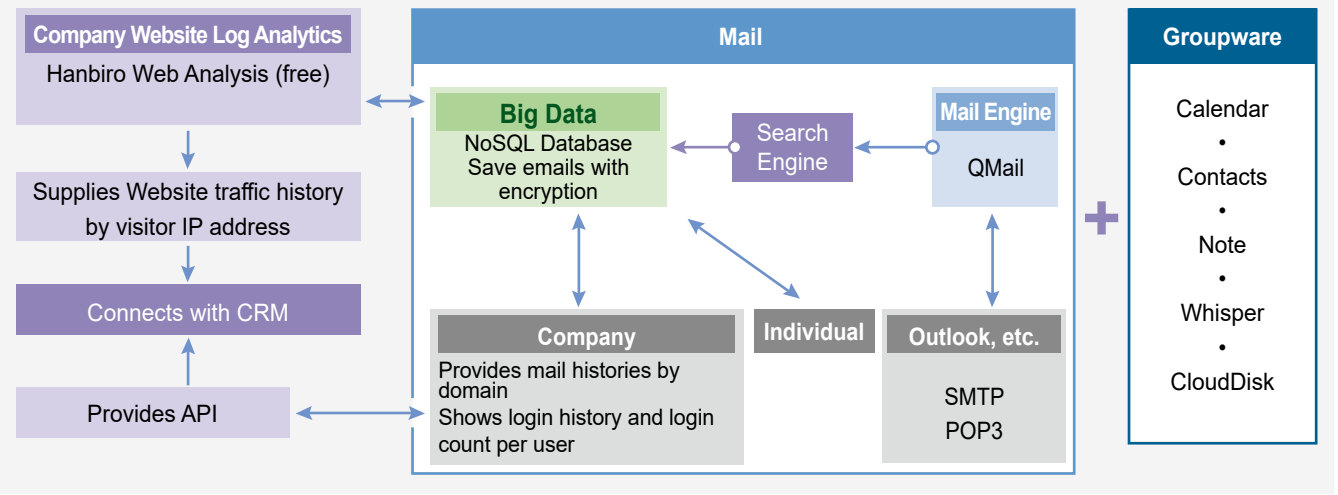
Problems arise for an internal or external PC user

Operate and solve with my PC

Benefits of Using a Big Data Mail Service

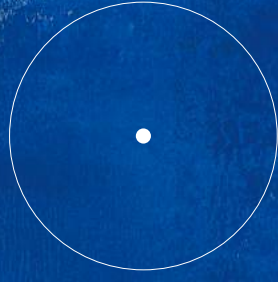


Big Data Mail Service Map



Big Data Email

- Collect all email information, company-wide
- Store and manage bulk and large emails
- Analyze all of an individual's email and correspondence
- Collect and analyze the data and history of each customer
- Gather and respond to new inquiries or customer complaints through Web or email
- Index and search through all email
- Utilize data mining and configure with a variety of other data systems such as CRM



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