

ONLYOFFICE DocSpace is a room-based cloud for effortless document sharing and collaboration with reliable access management system. With DocSpace, you can invite unlimited number of users to collaborate with you inside customized spaces tailored to specific collaboration tasks.

Powered by ONLYOFFICE Docs, DocSpace delivers professional document editing features, scrutinized yet easy to handle security control, and collaboration tools for every level of teamwork.

Choose your format: free DocSpace for small teams or business solution with scalability, branding, and priority customer care.

## Effortless, limitless sharing and collaboration

### Create rooms for any collaboration task

Organize spaces for working with selected users or document types. Apply settings that define key activities in the rooms: editing, commenting, reviewing, filling forms, browsing, and more.

### Co-author documents securely

- Review documents;
- Co-edit in real-time or in paragraph-locking mode;
- Comment and chat;
- Browse version history;
- Compare documents;
- Share files with flexible sharing permissions.
- Make voice and video calls.

### Invite users for collaboration under personal roles

Give access to your DocSpace or a room directly, with security in mind. Appoint admins and power users, limit actions in rooms to browsing, commenting, change tracking, or form filling, Invite unlimited number of external collaborators as basic users.

### Professionally edit your documents

Work on your documents, spreadsheets, presentations, and forms with advanced editing and formatting features. Create fillable forms to compose briefs and contracts. Create and browse editable PDFs. Digitally sign contracts and agreements.

### Work with all popular formats

ONLYOFFICE is highly compatible with MS Office and OpenDocument formats, and works with most popular file extensions with no distortions. Create and work with PDFs and e-books. View and play multimedia files: AVI, MPG, MPEG, MP3, MP4, WEBM, etc.

## Key benefits



### Ultimate security

HTTPS, JWT, digital signatures, end-to-end document encryption, access control, 2FA, SSO, audit and monitoring, data backup. Restriction of document copy, downloading, and printing.



### GDPR compliance

ONLYOFFICE sticks to data minimalism and complies with all provisions of the General Data Protection Regulation



### Open source code

We embrace transparency and openness, that's why we keep our ONLYOFFICE code open and ready for everyone to examine.



### Customization

Customize the interface look and feel, apply your branding, integrate additional apps and plugins, and configure developer tools.



### Work from any device

Access DocSpace via mobile web version wherever you are. Work on documents locally and in the cloud with our free desktop suite and mobile applications for iOS and Android.



### Free for small teams

With up to 12 rooms, 1 admin and 2 power users, you can use DocSpace absolutely free of charge and invite as many collaborators as you like.

ONLYOFFICE is trusted by over 10M users worldwide



Have a question? Reach our team at [sales@onlyoffice.com](mailto:sales@onlyoffice.com)

[www.onlyoffice.com](http://www.onlyoffice.com)