



Quatrix Data Sheet

Version 5.1

September 2020

Problem

Consumer-grade file sharing services are causing a massive headache for enterprise IT as BYOFT (bring your own file transfer) opens up vulnerabilities in compliance and information security policies.

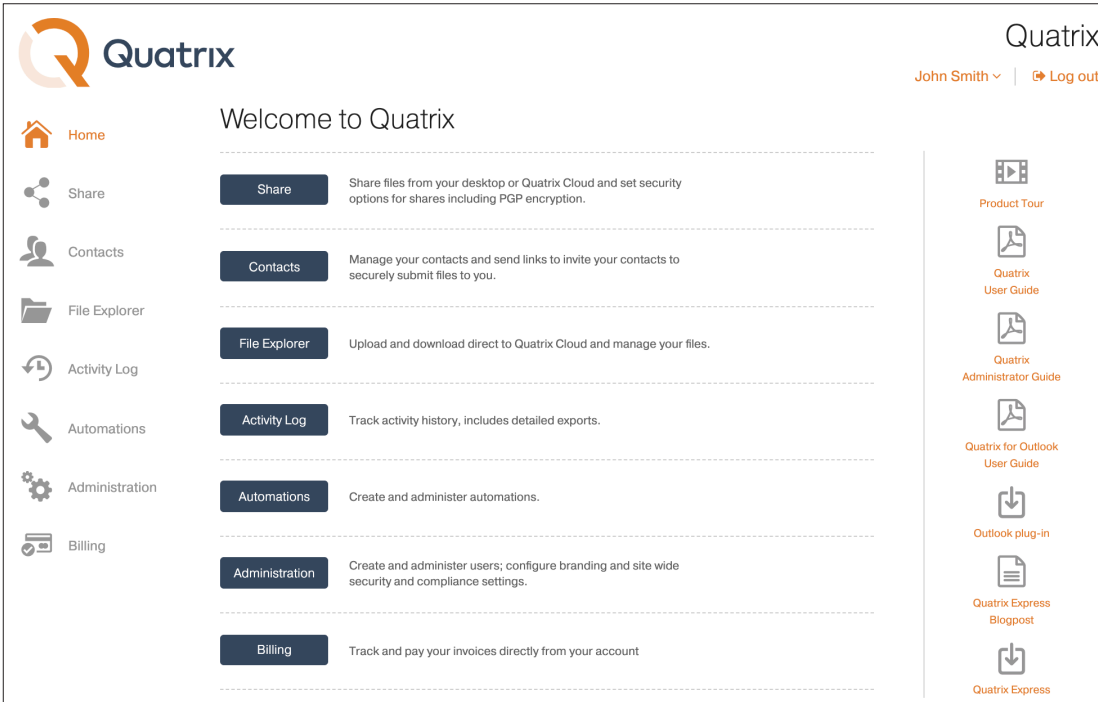
The infiltration of these services into the business process has been driven by their consumer-led ease of use. The downside of this is the rudimentary central controls available and associated consumer branding, even on the 'Professional' service offers.

Solution

Quatrix® is professional, secure and easy-to-use file sharing.

Quatrix by Maytech provides a simple one-step web based file sharing for end users with enterprise level controls, empowering IT to enforce compliance, data protection and information security policies through granular administrative controls and a full audit trail. Quatrix is also white labelled to fully integrate with your brand and corporate identity.

Files are securely shared over HTTPS and protected at rest using AES-256 encryption which is suitable for most business workflows. In addition, there is a unique user friendly PGP encryption feature which provides advanced security for highly confidential data. This is disabled as a default setting but can be enabled as a global setting by the account administrator. For more information on our PGP encryption feature please see the relevant section at the end of this document.



The screenshot shows the Quatrix web interface. At the top left is the Quatrix logo. The main header area includes the text "Welcome to Quatrix" and the user name "John Smith" with a "Log out" button. A left-hand navigation menu lists: Home, Share, Contacts, File Explorer, Activity Log, Automations, Administration, and Billing. The main content area displays a list of actions with buttons and descriptions:

- Share**: Share files from your desktop or Quatrix Cloud and set security options for shares including PGP encryption.
- Contacts**: Manage your contacts and send links to invite your contacts to securely submit files to you.
- File Explorer**: Upload and download direct to Quatrix Cloud and manage your files.
- Activity Log**: Track activity history, includes detailed exports.
- Automations**: Create and administer automations.
- Administration**: Create and administer users; configure branding and site wide security and compliance settings.
- Billing**: Track and pay your invoices directly from your account.

On the right side, there is a vertical list of links: Product Tour, Quatrix User Guide, Quatrix Administrator Guide, Quatrix for Outlook User Guide, Outlook plug-in, Quatrix Express Blogpost, and Quatrix Express.

For more information see www.maytech.net

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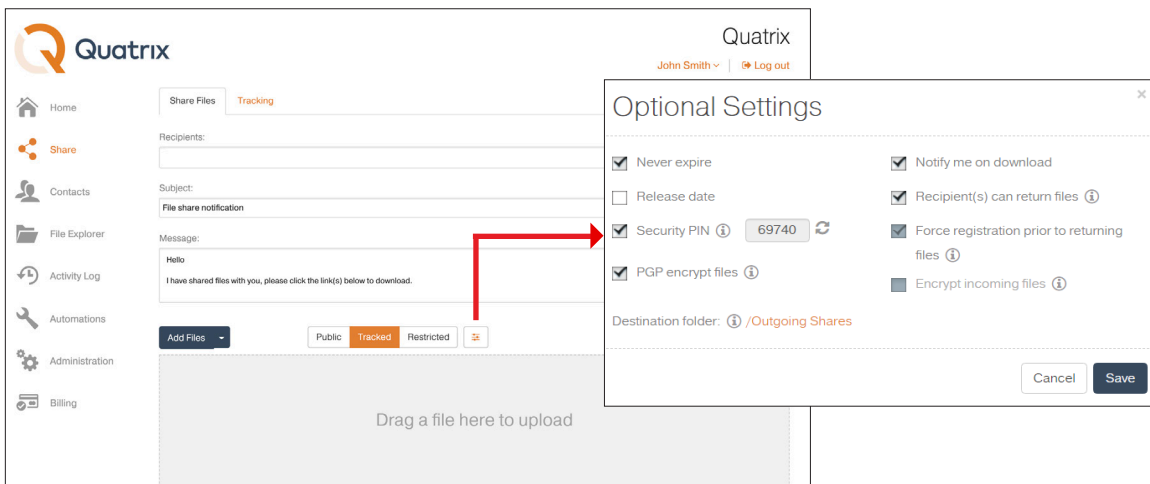
Key Features

- Central provisioning and strong administrative controls including multi-factor authentication (MFA)
- Comprehensive tracking for users and admins shows both historic and in progress shares with full details of recipients, files shared and download status with opportunity to export tracking logs into CSV
- Automatic deletes with custom reports
- Strong passwords policy for enhanced security
- Encryption over HTTPS or SFTP and AES-256 encryption at rest
- Optional PGP public key encryption provides advanced security
- Antivirus scan of all file uploads
- Unique data acquisition functionality through the share to me and request files features
- Shared folders
- Easy drag-and-drop file sharing
- White labelled to match your corporate branding
- Microsoft Office 365 integration for effective online collaboration
- [Outlook Plug-in](#)
- [Quatrix Express](#)

Sharing Files

Sharing files through Quatrix® is easy through the share form. Drag and drop from the desktop or cloud storage to share files or folders, it's as easy as sending an email. Users can define optional settings for the share: password protection, release and expiry dates, notification on download and include a share to me link for the recipient to return files.

Quatrix Share Form



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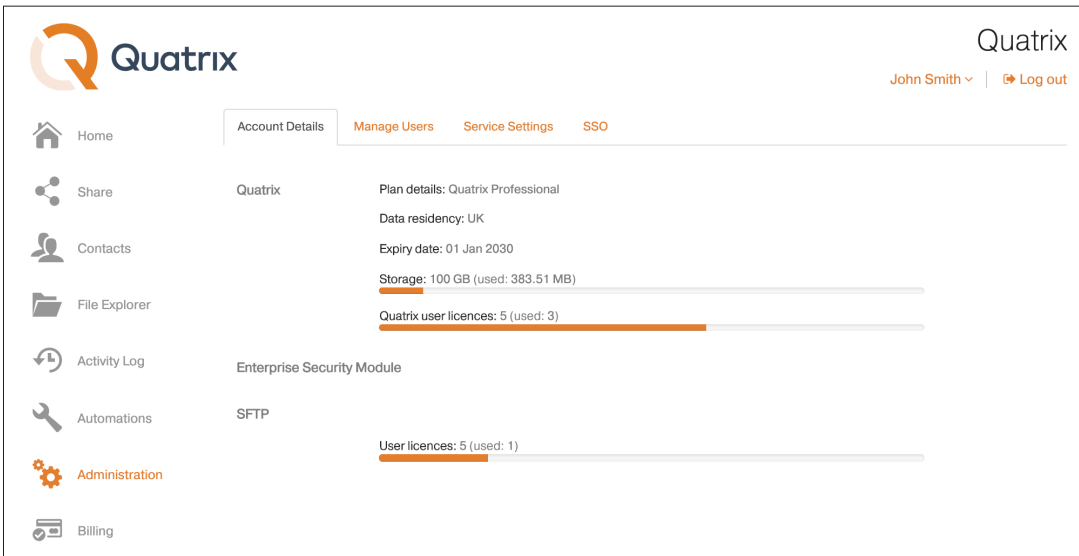
Receiving Files

Quatrix® can also be used to return files to the sender through a secure, branded interface. Using the return to me feature, files can be shared with a link for files to be returned through (useful for document approval / documents for signature etc). Or using the request files feature to send a link for files to be uploaded through securely.

Administrative Functions

The administrator adds and manages Quatrix users and controls account-wide settings which include:

- Editor to add a universal message footer/disclaimer text, get a BCC of all emails sent by Quatrix
- Billing permissions
- Central tracking for all Quatrix activity across all users with opportunity to export tracking logs into CSV
- Central share controls: public, tracked and restricted
- Mass users create and edit
- Auto delete rules with reports
- Multiple admins in a single account
- Global and per user language settings
- Secure passwords and 2FA
- PGP encryption
- IP address restrictions
- SSO / ADFS integrations



The screenshot shows the Quatrix Administration dashboard. The top navigation bar includes the Quatrix logo, the user name 'John Smith', and a 'Log out' button. The main content area is divided into a sidebar with navigation icons and a main panel with tabs for 'Account Details', 'Manage Users', 'Service Settings', and 'SSO'. The 'Account Details' tab is active, displaying the following information:

- Share:** Quatrix
- Plan details:** Quatrix Professional
- Data residency:** UK
- Expiry date:** 01 Jan 2030
- Storage:** 100 GB (used: 383.51 MB)
- Quatrix user licences:** 5 (used: 3)
- Enterprise Security Module:** Enterprise Security Module
- Automations:** SFTP
- User licences:** 5 (used: 1)

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Key Benefits

For End Users

- Easy one-step file sharing
- Send files of any size
- Built-in address book
- Set shares's release and expiry dates
- PIN protected shares
- Notifications on download
- Generate and send links to acquire files from external contacts
- Personal tracking - a comprehensive history showing full detail on all files shared, downloaded and acquired
- Revoke shared files
- Project folders
- Access via SFTP
- Multi-factor authentication
- Secure cloud vault
- Files previews
- User (Pro / Associate / Jailed) and contact (Personal / Site) classification

For IT

- Quick to provision, integrate and scale. Rapid end-user adoption and acceptance
- Underpinned by full enterprise security features
- Data is encrypted in transit with HTTPS and at rest with AES-256 bit encryption as standard
- Convenient multiple users properties create and edit
- Automatic files delete rules with configurable scheduled automatic reports
- Comprehensive logs and tracking for all user activity with opportunity to export tracking logs into CSV file.
- Central control over:
 - Branding and integration
 - Compliance/disclaimer email footers
- PGP encryption for highly sensitive files
- Data tokenisation
- 24/7 phone and email support
- Virus scan for file uploads
- Integrations with MS Office 365, Zapier, Mulesoft
- [API integration](#)

Why PGP?

AES-256 is the industry standard level of encryption for data at rest and uses a single key to encrypt and decrypt your data. This level of encryption is sufficient for most business workflows.

PGP (Pretty Good Privacy) is a higher level of encryption that ensures that no one but the intended recipient is able to access your data, making it suitable if you're sharing highly sensitive data. It uses one key to encrypt the file (the public key) and another to decrypt (the private key) which traditionally makes it much more cumbersome to use than standard levels of encryption.

With Quatrix[®] PGP is uniquely built into the browser to add an enhanced level of end-to-end security with the ease of use of a single click.

Putting it simply, encrypting files is like locking them in a chest. AES-256 uses the same key to lock and unlock the chest and PGP uses two keys.

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