



Your files, your team, one secure drive.

Optimus Secure Cloud Drive is a private cloud drive for businesses. Teams store, share and edit Word, Excel and PowerPoint files together in the browser, while administrators keep full control of users, storage and security. Your data is kept on dedicated servers, not on a shared public cloud.

Private by design

Dedicated servers and isolated data per customer. Your provider's console has no access to your files.

Office in the browser

Create and co-edit Word, Excel and PowerPoint documents in real time, with full version history.

Two-step sign-in

Google Authenticator 2FA, mandatory for administrators. Every upload is scanned for viruses.

Control & visibility

Storage quotas per company and per user, shared team drives, audit log and usage alerts.

Files & storage

- Upload files and whole folders by drag & drop; large uploads resume automatically after a network drop
- Files up to **50 GB** each; download single files or folders as ZIP
- Preview images, PDF, video, audio and text without downloading
- Version history on every save, with one-click restore
- Trash with 30-day recovery, Starred, Recent and Search
- List and grid views with thumbnails; right-click and three-dot menus for quick actions

Online Office editing

- Edit **Word, Excel and PowerPoint** (DOCX, XLSX, PPTX) and OpenDocument files in the browser
- Several people edit the same document at the same time and see each other's changes live
- New blank document, spreadsheet or presentation in one click
- People with view-only access open documents read-only

Sharing & collaboration

- Share a file or folder with a person, a group or the whole organization
- **Can view** or **Can edit** permission, with optional expiry date
- Folder sharing covers everything inside it
- "Shared with me" view of everything others have shared
- Public links for people outside the company: optional password, expiry and download control (administrators can switch these off)
- Email notification when something is shared

Administration

- Invite users by email; set role, storage quota and groups
- **Shared team drives** (e.g. Accounts, HR) owned by the company, so data stays when people leave
- Dashboard of storage allocated and used, seats and top users
- Sharing policies, user disable / enable and 2FA reset
- Automatic email alerts at 80% and 95% storage and before the subscription expires

Accounts for every size

Individual

One person with private storage, sharing and online Office editing. No admin console needed.

Business

A company account with users, groups, shared team drives and its own administrator console.

Sized to you

Storage from gigabytes to terabytes, the number of users you need and a subscription period that suits you.



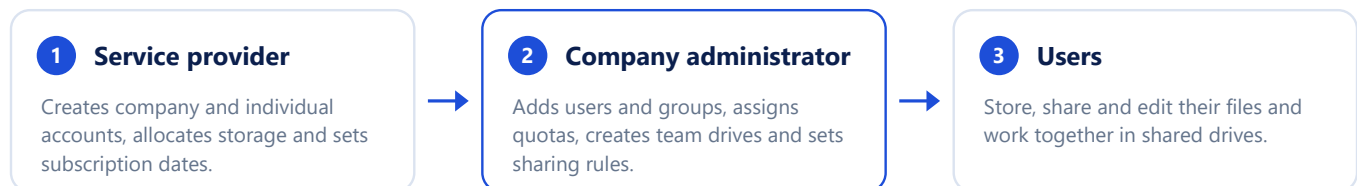
Security

- Encrypted connection (HTTPS / TLS) for all traffic
- **Two-step verification** with Google or Microsoft Authenticator; 8 one-time recovery codes
- Account lock after repeated wrong passwords; strong password hashing (Argon2id)
- **Virus scan** of every upload up to 100 MB; infected files are blocked
- Each company's data is strictly separated from every other company

Control & audit

- Activity log: sign-ins, uploads, deletes, shares, links and admin changes
- Suspended or expired accounts are blocked or set to read-only automatically
- Daily database backup kept for 14 days, with an automatic weekly restore test
- Server health shown on the provider dashboard: disk, database, virus scanner, editor, backups

Three levels of control



Technical specifications

Access	Any modern web browser (Chrome, Edge, Firefox, Safari). Nothing to install.
Languages	English and Hindi; light and dark themes
Edit in browser	DOCX, XLSX, PPTX, ODT, ODS, ODP, CSV, TXT
View in browser	DOC, XLS, PPT, RTF, PDF, images, video, audio, text
File size	Up to 50 GB per file; resumable uploads in 8 MB parts
Storage	Quota per company and per user, from gigabytes to terabytes; versions and Trash count toward the quota
Sign-in	Email + password, TOTP two-step verification (mandatory for administrators), recovery codes
Sharing	User, group or whole organization; view or edit; expiry; password-protected public links
Recovery	Version history on every save; Trash kept 30 days
Notifications	Invitations, password reset, share alerts, storage and subscription reminders by email
Hosting	Managed by Optimus Secure on dedicated servers; daily backups with a weekly restore test

Ready to try it with your team?

Ask for a demo account: info@opsec.co.in · +91 95901 37009

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