



# Exceed One Explorer

for SharePoint® Online

## Operation Manual

***Exceed1***

## **1 .Preface**

"Exceed One Explorer" (hereinafter, EOE) is an application for the SharePoint Online (Office365).

You can directly operate the document and site.

Please refer our homepage or product page regarding the latest information of EOE.

Company page: <http://www.exceedone.com/>

Product page: [http://www.exceedone.com/eoe\\_en/](http://www.exceedone.com/eoe_en/)

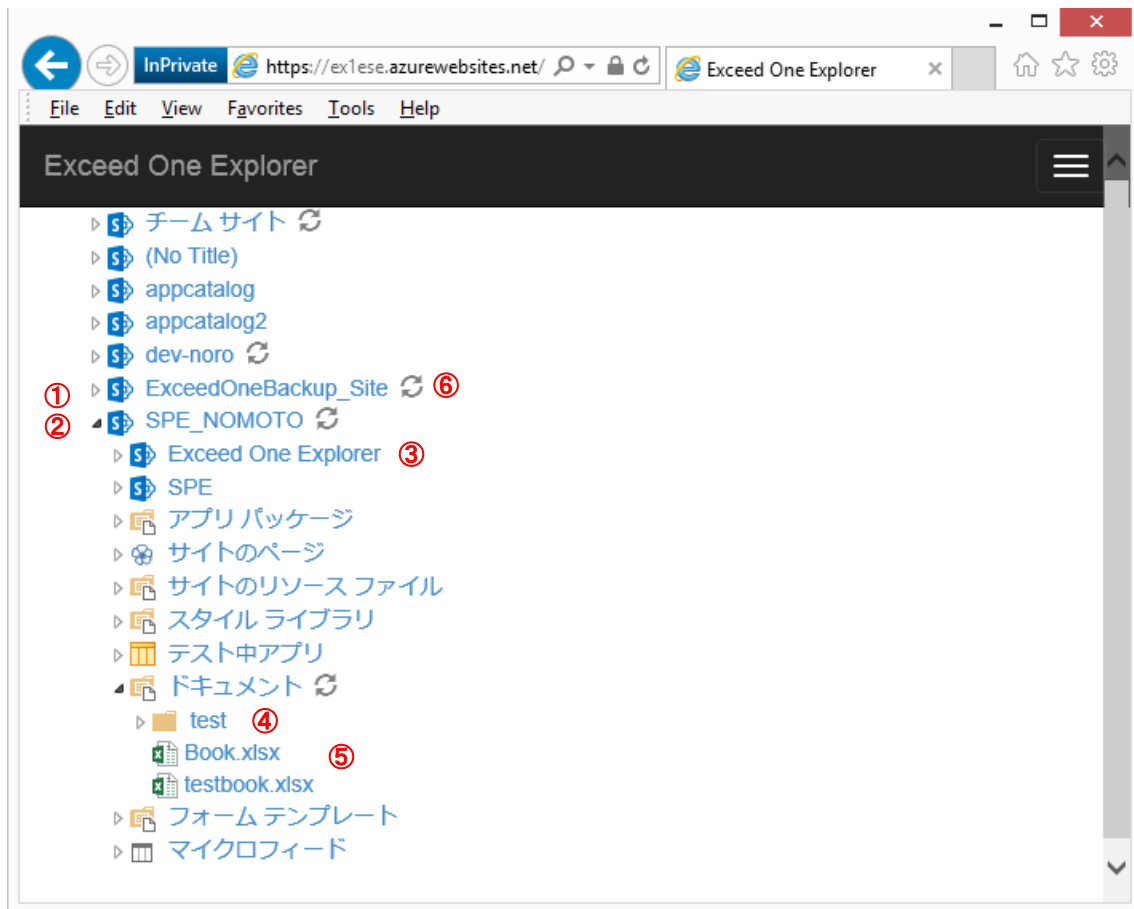
## **2. Product features**

"Exceed One Explorer" provides a Windows Explorer -like interface to SharePoint Online

You can...

- access across the site collection.
- display the site map of SharePoint.
- directly access to sites and documents.
- embed "Exceed One Explorer" as a Web Part to the SharePoint page.

### 3. How to Operate



When you click...

- ① Expand the site or folder.
- ② Close the site or folder.
- ③ Open the clicked site.
- ④ Open the clicked folder.
- ⑤ Download the clicked file.
- ⑥ Reload the site data.

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Author : Exceed One Co., Ltd.

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The logo for Exceed1, featuring the word "Exceed1" in a bold, blue, italicized sans-serif font. The "1" is significantly larger and more prominent than the other characters. A light blue, triangular graphic element is positioned behind the text, pointing towards the top right.