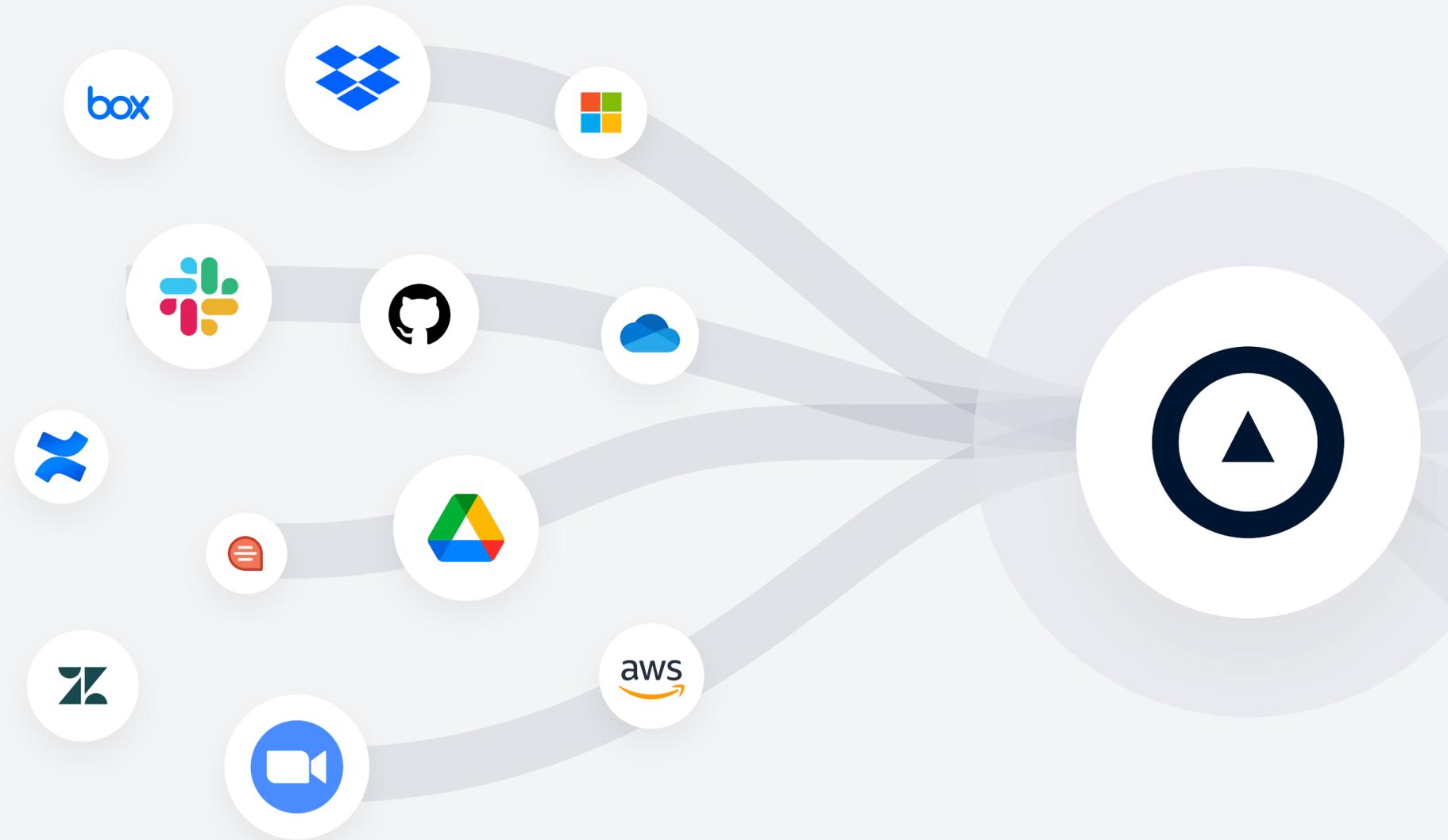# Onna Overview

Organizations today use hundreds of apps to communicate, collaborate, and get work done. Each app, however, has become a knowledge silo, making it difficult and time-consuming to find and use the information you need. It also leads to increased legal operational, and regulatory costs and risks.

Our **Knowledge Integration Platform** enables you to make your enterprise knowledge accessible, useful, and private. Onna connects to all your favorite apps, unifying the information from each into a single platform. Through powerful indexing, classification, machine learning, and natural language processing, our platform helps you identify key information instantaneously.

01.

Integrate any application with Onna.

02.

Classify info using any Machine Learning Model.

eDiscovery

Investigations

Knowledge Management

Archiving

Build on Onna

03.

Create new applications and workflows using the Onna API.

Benefits

Onna centralizes information from various apps in one place, saving time and boosting productivity. Our state-of-the-art machine learning and natural language processing enriches data to help you find the knowledge you need for robust information governance. Once connected to Onna, your knowledge is preserved, protected, and discoverable for as long (or as little) as you'd like, empowering you to use it in new and intuitive ways.

PLATFORM FEATURES:

- ✓ Unlimited free view-only users
- ✓ Connection to available data sources
- ✓ Detailed audit logs
- ✓ SAML/SSO/Okta/LDAP
- ✓ Two-factor authentication
- ✓ Granular user permission settings
- ✓ Basic search
- ✓ Advanced search
- ✓ eDiscovery exports
- ✓ Retention policies
- ✓ On-premise, private or public cloud deployment

With your knowledge centralized, organized, and better understood, Onna can help you address a variety of information governance needs, including:

eDiscovery

Rapidly and accurately identify and collect data from cloud applications including Slack, Google Workspace, Microsoft 365. Machine learning driven processing, precise search and tagging support early case assessment to help you quickly find what's relevant and cut review costs.

Archiving/Retention

Create a centralized repository of data across all your apps at once without needing to archive individual apps. Select what data/accounts should be retained, or create a continual syncing archive to ensure an accurate record of data even if users delete or modify source files.

Advanced Processing
Run highly targeted searches and get fast and accurate results with a single index and comprehensive data extraction, including OCR.

Real-time Access
Continuously sync all your information sources so you always have the latest information.

Sharing
Easily collaborate on searches with internal stakeholders and outside counsel/service providers, only sharing what's relevant.

Consistent Retention
Mirror retention settings from information sources and preserve data for users on legal hold.

Versioning
Capture and preserve versions of a file, even as it's revised, updated, or deleted in its native application.

Tagging & Custom Fields
Help users to identify, manage & organize information with custom metadata tags, comments, and notes.

Internal Investigations

Find information fast across all your apps to support HR and other investigations, with precise collections, search, contextual previews and tagging.

Contextual Preview

See conversations and chats with sufficient context to help inform decision making and cull what isn't relevant.

Unified Search

Search across all connected apps from one place to help streamline and reduce the cost of investigations.

Ultimate Defensibility

Be confident in investigation processes with forensically defensible collections and preservations, and a full audit log of actions taken.

DSARs

(Data Subject Access Requests) – Accurately find and package the data you need to respond to a Data Subject Access Request. Connect, process, and index information sources in real-time for cross-application search and automated collection.

Centralized Search

Connect all your information sources to automatically collect, index, enrich, and then search in response to a request.

Identity Mapping

Find information relating to a specific individual across multiple applications, even if they use different ID's such as email addresses.

Simple Export

Package & export relevant data for review in your chosen tool, and trigger an existing workflow.

Knowledge Management

With all your knowledge in one place, Onna helps you find, organize, share and collaborate. AI and machine learning automatically classify and categorize information making it easier to organize and remove unwanted data.

Collaboration Spaces

Create your own spaces and invite people from your team or external collaborators. Customize access levels to share with the utmost privacy.

Data Type Identification

Automatically categorize content based on sensitivity level or type for simpler access & more controlled sharing (ie: contracts, CVs, and financial information).

Direct Access

Find and view a document in Onna and click straight through to the original source to edit.