

CloudOn

Office docs via the Cloud

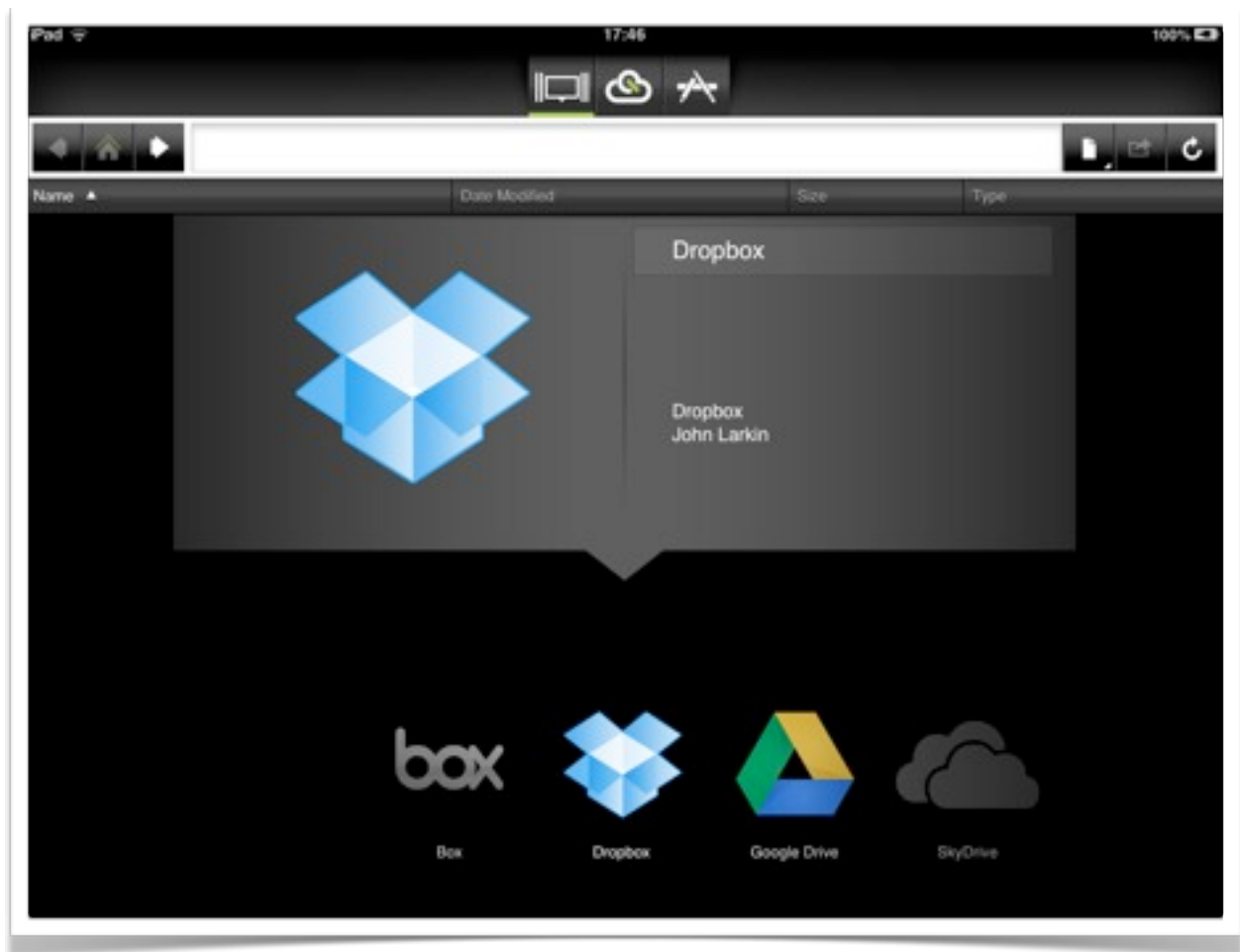


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Introduction



CloudOn is a versatile app that allows you to connect with the following cloud service providers on the Internet:

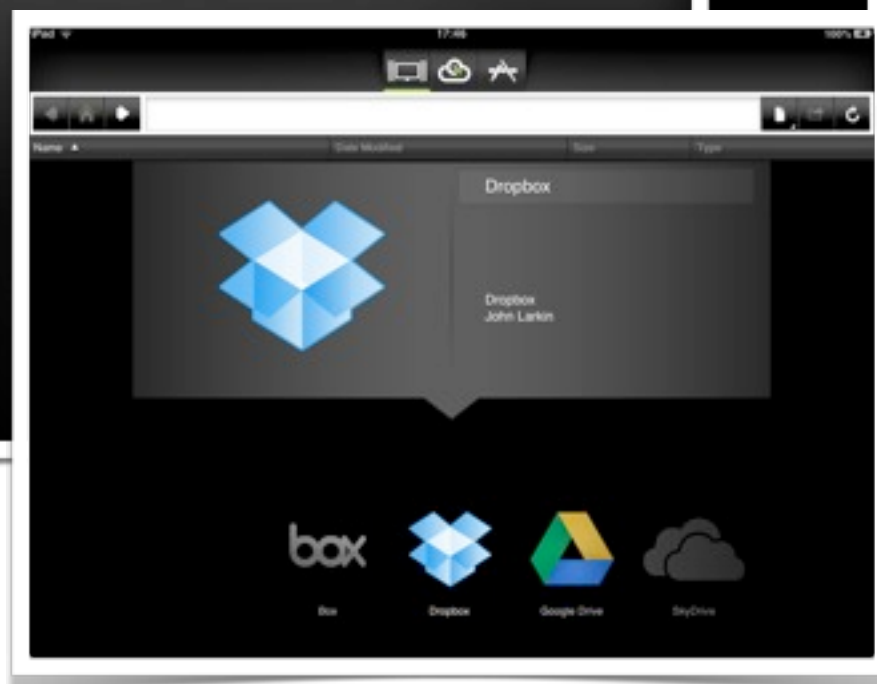
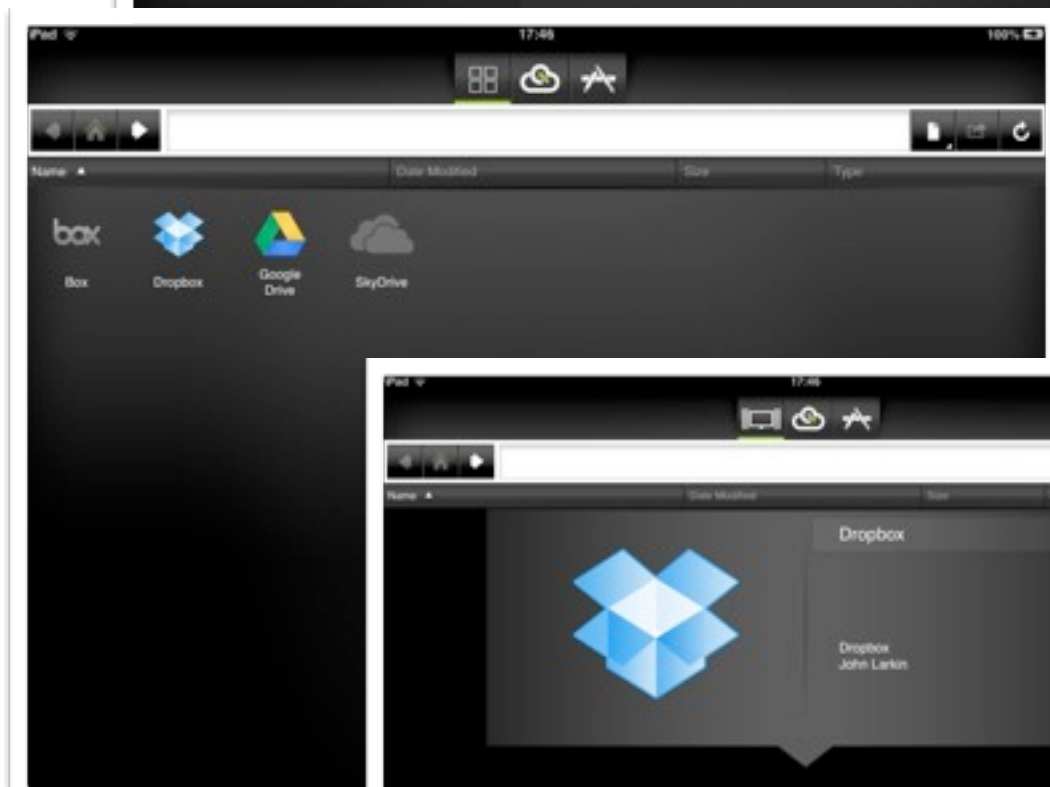
- **Box**
- **DropBox**
- **Google Drive**
- **SkyDrive**

Once connected to the cloud service of your choice you can then edit Microsoft Word, PowerPoint and Excel documents in real time. Your edits are saved in real time over the web. There is no need to download a document, perform your edits and upload the modified document to the web. As such **CloudOn** requires a networked connection to the Internet to fully function.

Launching CloudOn

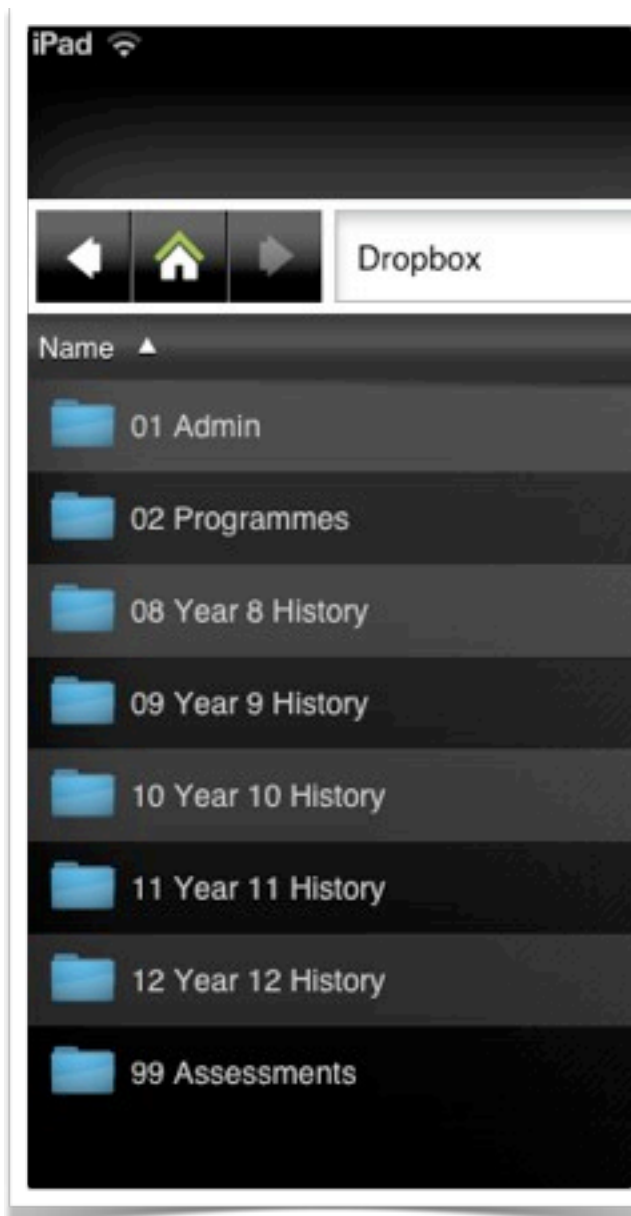
When you launch the app you have a choice to view your cloud services, folders and files in three different views:

- List
- Icon
- Cover Flow

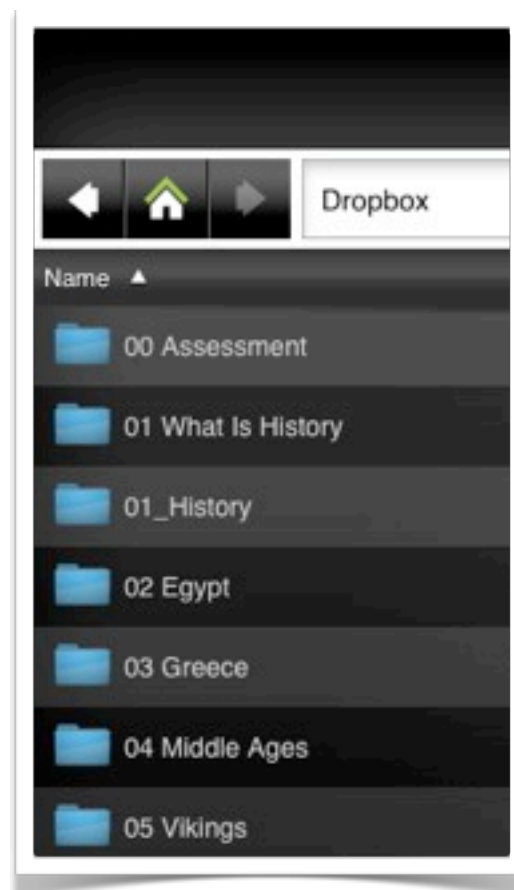


Navigating Cloud Services

It is easy to access your favourite cloud service, DropBox for example, and explore the various folders and files.



You can simply navigate through your folders to seek out the desired document. The interface is intuitive and easily learnt.

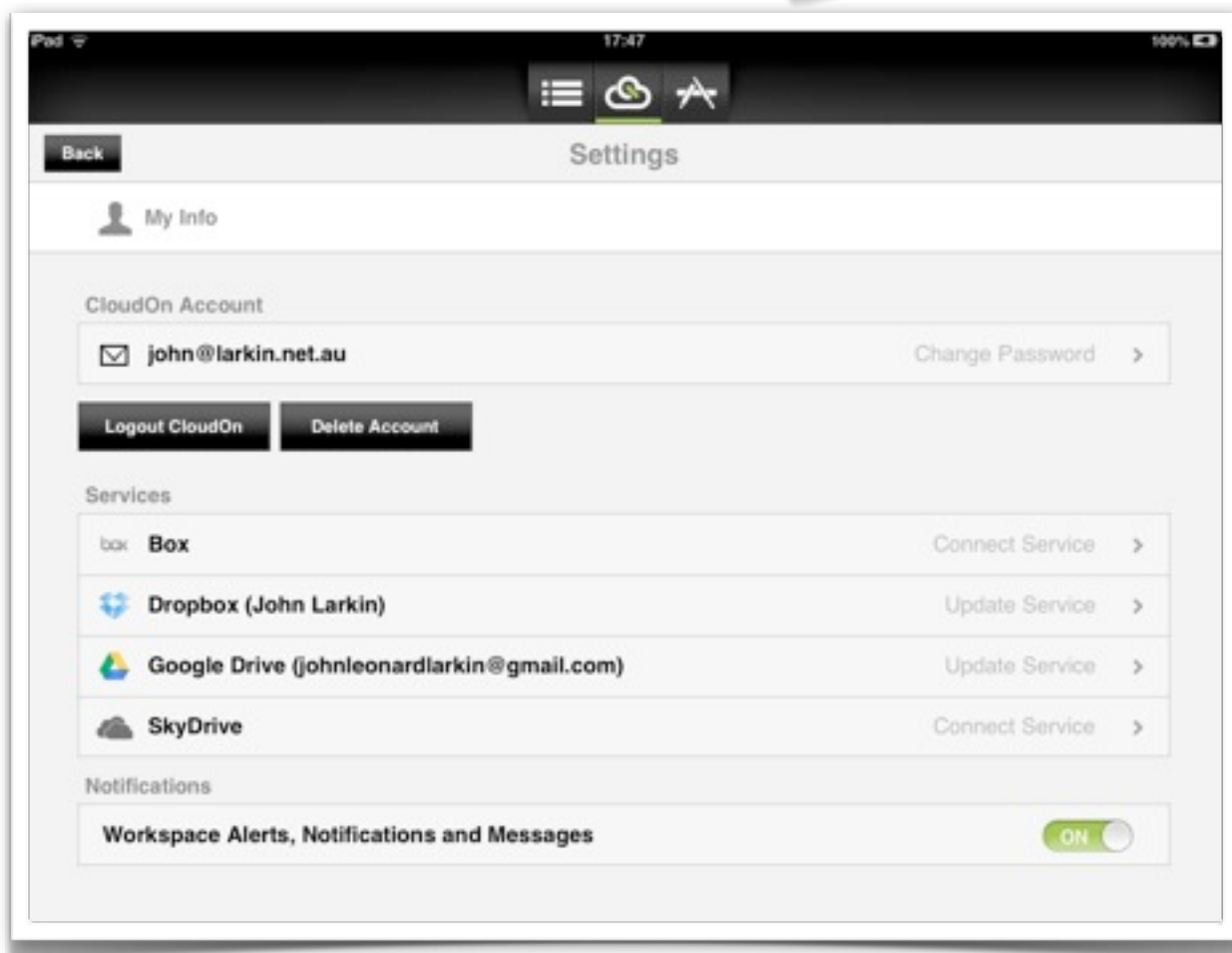
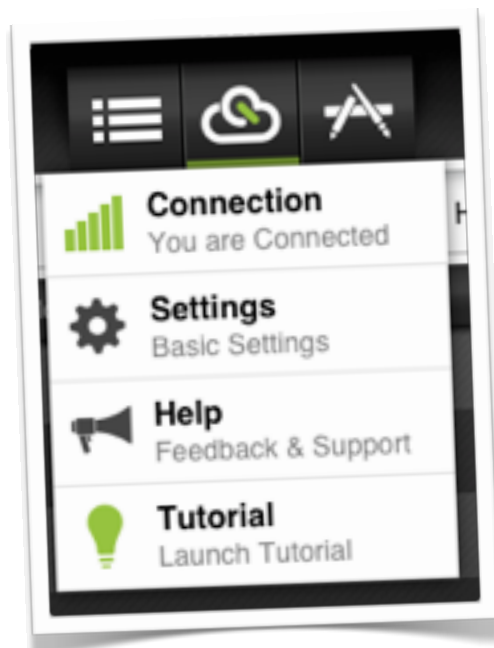


Essential functions

Tapping on the first icon will allow you to switch between list, icon and cover flow views.

Tapping on the **CloudOn** icon will present a drop down menu giving you access to Settings, Help and a Tutorial.

Your Connection status is also indicated.



Settings

The settings window allows you to change your password, update your cloud service provider details, log out and delete your account with CloudOn.

Creating a new document

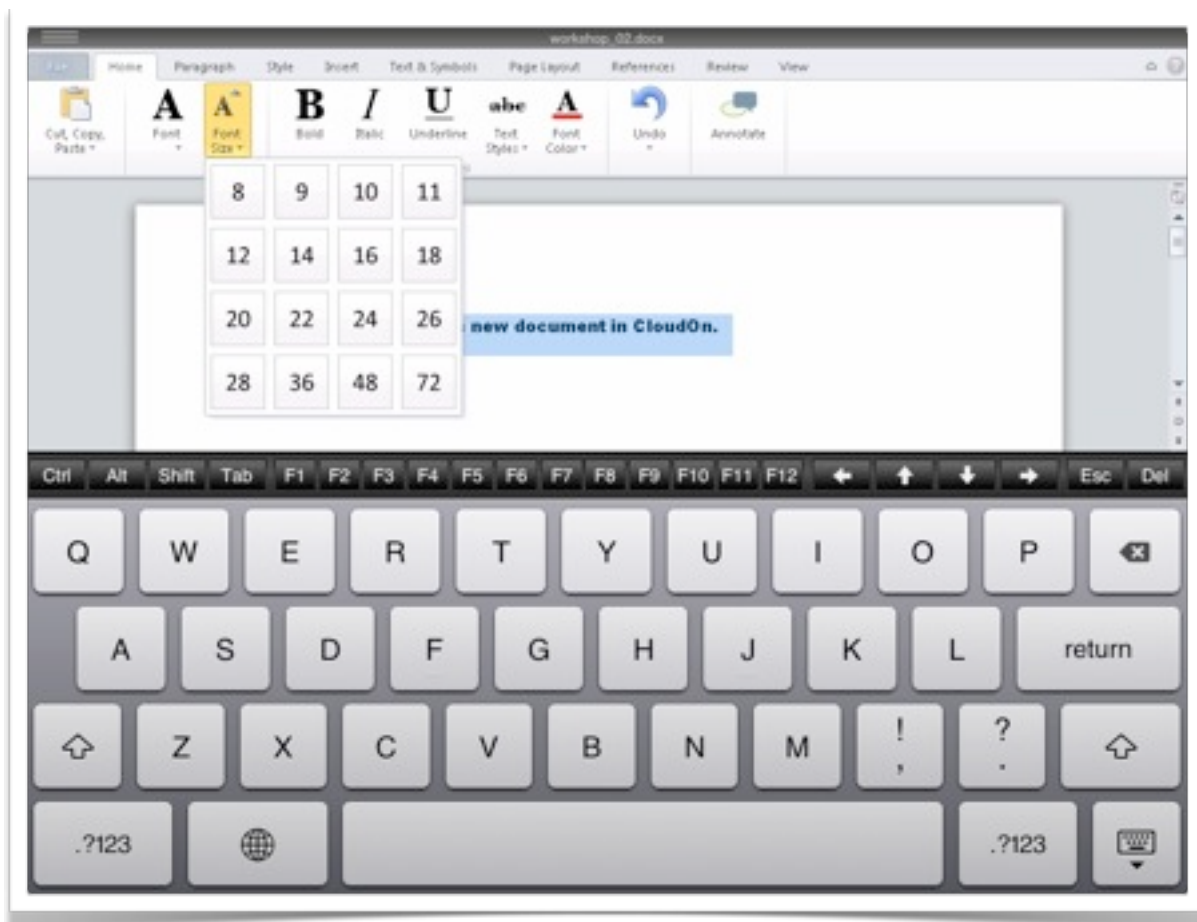
Tapping on the Tool icon allows you to create a new excel, word or powerpoint document.



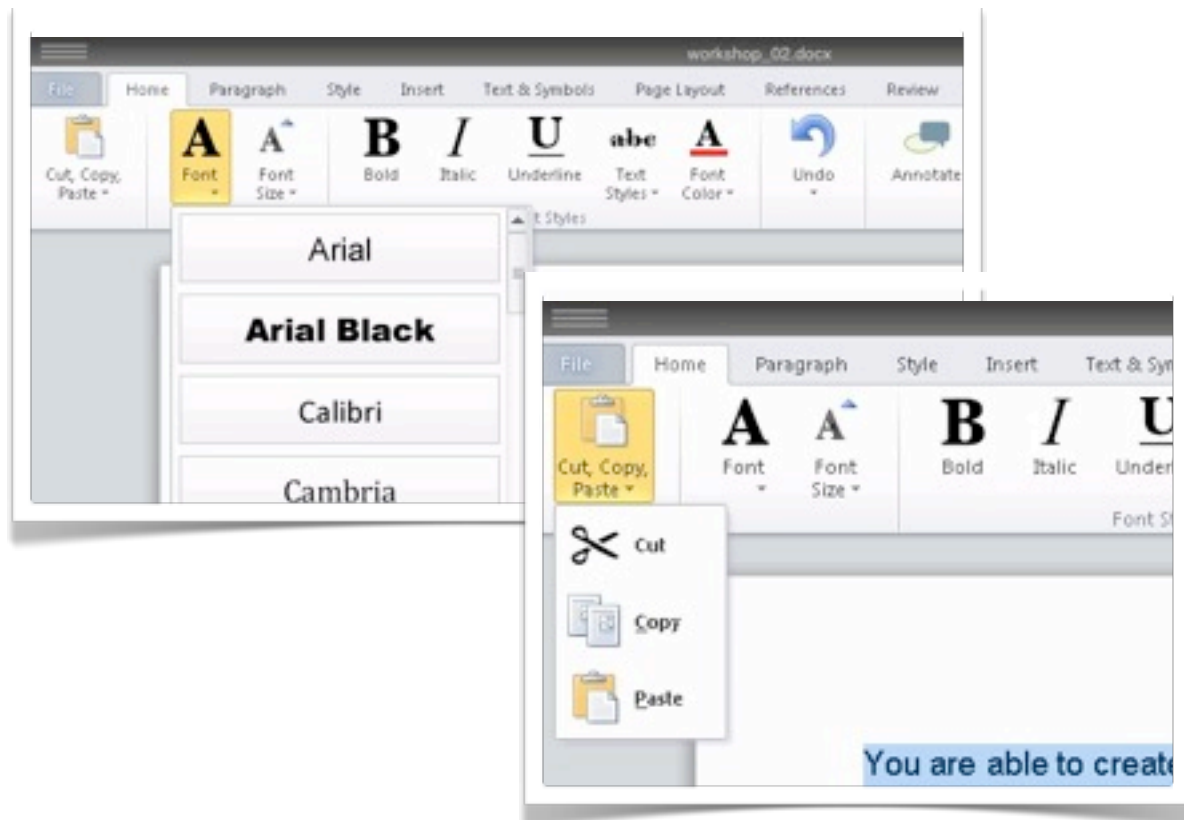
You will be given the opportunity to name your document. It will be saved in the currently open folder on your cloud service.



An editing window will appear that allows you create and edit a document with many of the formatting, styling and layout options of Microsoft Office.



Tabs across the top of the editing window allow you to readily access a diverse range of formatting and styling tools.



Existing documents are also easily edited and are updated live as you are connected to the web.

