Frequently Asked Questions: What to Expect From Your SmartVault Partnership

Ready to make the switch to SmartVault but still have some last-minute questions? You're not alone! Below is a list of frequently asked questions we've been asked by users right before they made the switch. Don't see your question below? Reach out to one of <u>our document management</u> experts today with any additional questions you may have!

Features

What features will I have access to as a SmartVault customer?

All SmartVault users can utilize secure file sharing, unlimited storage, unlimited collaborators, a secure client portal, custom branding, and mapped drive. Depending on the plan you choose, additional features may be available to you. Visit our <u>Pricing & Plans page</u> to see the complete feature list for each plan.

What software solutions integrate with SmartVault?

Popular integrations include Microsoft Outlook, DocuSign, and more. Visit our integrations page here to view the complete list.

How often does your team make updates to the software?

SmartVault constantly strives to evolve and keep up with your needs as a business owner. We've released new features such as RequestDocs, DocuSign as a Subscription, Email Capture, Archive Clients, and more in the past year! Visit our <u>"What's New, What's Coming"</u> page to stay updated on new feature releases.





How will I know when a new feature is released?

The SmartVault team makes it extremely easy to access this information. Current SmartVault users can learn about new feature releases via the following methods:

- What's New, What's Coming Page
- Quarterly Product Roadmap Webinar
- The Monthly SmartTalk Newsletter
- LinkedIn, Facebook, and Twitter

What if I have an idea for product enhancements or new features?

We love receiving feedback and ideas from our users! As a SmartVault customer, you have the opportunity to choose the next exciting feature we release. You can send your suggestions to <u>features@smartvault.com</u> or vote on your favorite ideas in our <u>ideas portal</u>. If you're lucky, we may even choose you to beta test features before they are released so that we can review your feedback and make updates as necessary!

Am I able to trial SmartVault before purchasing?

Absolutely! You can try any of our plans to ensure SmartVault is a fit for you. Sign up for your free trial on our **Pricing & Plans page**.

Support

If I need support while using SmartVault, how do I contact your customer support team?

You can reach our support team via the <u>SmartVault help center</u>, <u>email</u>, <u>chat</u>, or phone (US: 888-607-4275 / UK: 01223-735906).



Do you charge for tech support?

There's no charge for tech support. Our Customer Support team is available by chat, phone, and email. Visit our **Support Center** to learn more and get help.

How often is your support team available?

Our chat and email lines are open 24/7. Support cases sent via email or web can expect a response within 1-2 business days. US phone lines are open Monday through Friday, 3 am - 5 pm CST, as well as Saturdays, 9 am-5 pm CST during tax season (closed 12-1 for lunch). UK phone lines are open Monday through Friday, 9 am - 5 pm GM.

Where can I find additional resources outside of the support team?

The <u>SmartVault Help Center</u> offers a variety of support articles for all plans and the various feature sets. Users can also access <u>release notes</u>, <u>the online learning portal</u>, and a list of upcoming <u>live and on-demand webinars</u>, all designed to guide you through the SmartVault software.

Training

Do you provide training?

SmartVault provides options for all-size firms to receive training on the SmartVault system. You can join our free group training if you are on a trial or a paid account. We also offer Full-Service Onboarding and Migration Services.

Do you have any videos I can watch?

Yes! We offer a variety of live and on-demand webinars to walk you through the software. Visit our Webinar Library in our Help Center to see the complete list!

Are there any other training resources I should know about?

Yes, there are! Users can sign up to learn more about SmartVault in SmartVault Academy. This self-paced learning and onboarding platform was built to help you make the most of your SmartVault software. Learn more about SmartVault Academy and enroll here.



Built with bank-level security, SmartVault offers a cloud-based document management system and client portal designed to help you reduce costs, raise productivity and employee happiness, stay in compliance, and deliver higher levels of service.

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