



DOCUMENT MANAGEMENT, REIMAGINED FOR MICROSOFT 365

**Stop Hunting for Files.
Start Finding Answers.**

Turn SharePoint chaos into a secure, structured, workflow-driven document and compliance solution that is built natively inside your Microsoft 365.

By TFW Labs, Inc.

THE PROBLEM

When SharePoint Runs Wild, Productivity Pays the Price

SharePoint isn't the problem. The absence of structure on top of it is.

Every scattered file costs your team time, trust, and control.

1

Scattered Files

Documents spread across OneDrive, Teams, email attachments, and project folders with no single source of truth.

2

Version Chaos

Multiple copies of the same file exist in different places, causing errors, duplication, and outdated information.

3

Manual Approvals

Paper-based or email approval chains slow down every review, sign-off, and release cycle.

4

Compliance Risk

Broken permissions and insecure sharing raise the risk of misplaced confidential documents and audit failures.

THE SOLUTION

Spend Time Innovating, Not Searching for Files

Titan Workspace transforms SharePoint into a secure, structured, workflow driven Document Management System without replacing Microsoft 365 or introducing external platforms.



One Dashboard. Every File.

All file sources such as OneDrive, Teams, mail, projects in one intuitive dashboard.



Ask. Find. Done.

Context aware AI search finds any document instantly, saving hours of manual digging.



Approvals, Not Bottlenecks

Multi-level, rule-based approvals configured without a single line of code.



Locked Down, By Design

Role-based access, audit trails, and Microsoft Entra ID, MFA & Purview compliance.

CORE CAPABILITIES

No-Code Power. Zero IT Bottlenecks.

Six capabilities that turn document chaos into governed, audit-ready control.



Structured, Not Scattered

Metadata-driven libraries, classification, version control, and full audit trails.



Sign Anything, Free

Native e-sign for internal and external users. No DocuSign or Adobe license needed.



Confidential, By Default

Authentication-gated access to classified files, with every action logged.



Access by Role, Not by Chance

Every folder has a defined owner, editor, and viewer. Access by role, not person.



Workflows Without the Wait

Review, approval, distribution, retention & revision workflows. No Power Automate expertise required.



Offline Never Means Unsecured

Work without disruption; the same granular permissions apply online or offline.

Copilot Reads Your Files. Titan Understands Your Decisions.

Both systems see the same document. Only one of them knows what your organization actually did with it.

WHAT A FILE-GROUNDED ASSISTANT SEES

-  The text of the document
-  Who last edited it, and when
-  Which folder or channel it sits in
-  Who it was emailed or shared to

WHAT TITAN AI ALSO KNOWS

-  Which approval rule routed it, and why
-  How often this vendor's terms get rejected
-  How many times the deal was reopened before signing
-  Which audit control the signed version satisfies

Microsoft owns the file. Titan owns the decision record around it and that's where the useful answers live.

Runs inside Copilot, Copilot Studio, or the LLM you choose

Policy Governance and the Complete Audit Lifecycle in a Single System

One platform to author, distribute, enforce policies and to plan, run, and close every audit against them.

Titan runs both end to end, natively inside the Microsoft 365 you already have.



Policy Lifecycle

Draft → review → publish → attest, with full version control and auto-triggered renewals before anything goes stale.



Audit Lifecycle

Plan → execute → CAPA → close, with auto-generated IDs and closed-loop verification on every finding.



CAPA Loop

Every non-conformity tracked from discovery to verified, effective closure — mandatory root cause, zero loose ends.



AI Agents

Search, drafting, compliance tracking & audit outcome analysis built into the same platform your team already uses.

60%

Reduction in audit admin time

\$20K–\$100K

Annual savings on compliance costs

Zero

Overdue CAPAs at external audit

Build Your Own E-Forms & Approval Workflows

No Power Apps, No developer, No premium license, No coding

Your own team designs the form, builds the flow, and launches it, with unlimited use included.

 Dynamic E-Forms

 Multi-Step Approvals

 Unlimited Use, One Fee

PURCHASE APPROVAL · BUILT DIY, NO CODE



Employee submits request

Dynamic form · no code



Routes to manager by amount

Conditional rule



Finance approval + e-sign

Escalates after 3 days



Logged, archived, notified

Full audit trail

AUTO

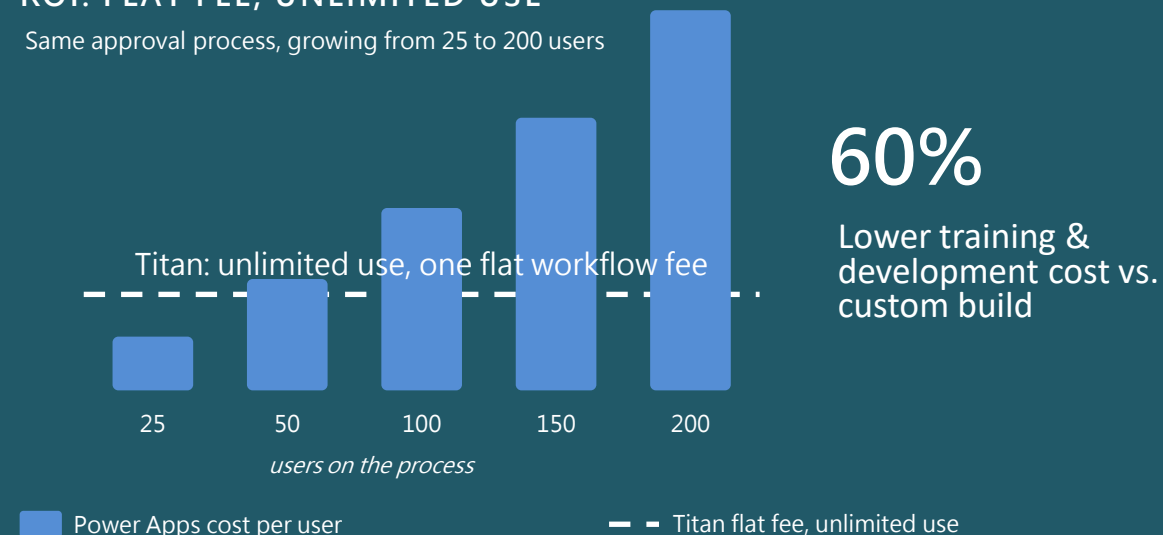
SLA

DONE

✓ Built by a business user in an afternoon.

ROI: FLAT FEE, UNLIMITED USE

Same approval process, growing from 25 to 200 users



A Branded Client Portal That Lives Inside Your Microsoft 365

Clients, vendors, and investors upload, sign, and track documents around the clock.

No per-guest license, and nothing ever leaves your tenant.



Two-Way File Exchange

Clients upload their own files and see live status all in one controlled place.



Built-In E-Signatures

Approvals and sign-off happen inside the portal, with a full audit trail.



Your Brand, Not Ours

Every portal carries your logo and identity — it looks like you, not a third-party app.



Granular Access Control

Set read, write, or approve rights at the site, folder, or document level.



No License for Guests

External users access everything without a paid Microsoft 365 seat.



CRM & ERP Ready

Connect portal access to your CRM, billing, or Power Platform.

Say No to Dropbox, ShareFile, and Box

Fully compliant with Microsoft Government Cloud (GCC)

Titan Workspace runs entirely inside your existing Microsoft 365 GCC environment — no external cloud, no new authorization, no data ever leaving your tenant.

YOUR MICROSOFT 365 GCC TENANT

SharePoint

Teams

Entra ID

Purview

One Drive

CoPilot



Titan Workspace — Runs Inside

Document management, policy control & no-code workflows

ACTIVE



No External Titan Cloud

Your data never crosses a boundary, because there is no other side.

• LIVE IN PRODUCTION



Town of
PALM BEACH

Palm Beach County, FL

Policy Management deployed
Not a pilot, not a proof of concept.

Tenant-Native

Not a separate cloud

0

External clouds

✓ No External Cloud

✓ Inherits Your Posture

✓ No New Authorization

✓ Timestamped Audit Trails

BUSINESS IMPACT

The Proof Is in the Numbers

Proven results across regulated and enterprise customers.



70%

Faster, more accurate
document search &
retrieval



70 hrs

Monthly IT time saved
by shifting access
control to departments



50%

Reduction in e-signature
costs vs. third-party
tools



80%

Lower IT / consulting
costs vs. custom
SharePoint builds

SharePoint Gives You the Foundation, Titan Gives You the Finished Platform



See Titan Workspace on Your Own Documents

Book a personalized walkthrough built around your industry, your scale, and your Microsoft 365 tenant.

Book a Demo

<https://titanworkspace.com>

info@titanworkspace.com