

Only Allow PDF Documents

Restrict uploads to PDF files to keep documents consistent, compatible with all doc tools, previewable in the app, and reliably stored in a universal format.

Introduction

To maintain a consistent and dependable workflow, Admins can configure the system to only accept PDF files. When enabled, users will be blocked from uploading or assigning non-PDF file types like .docx, .jpg, or .png.

Configure Company Settings to Only Allow PDF Documents

What Happens When It's Enabled