



VERSION 24

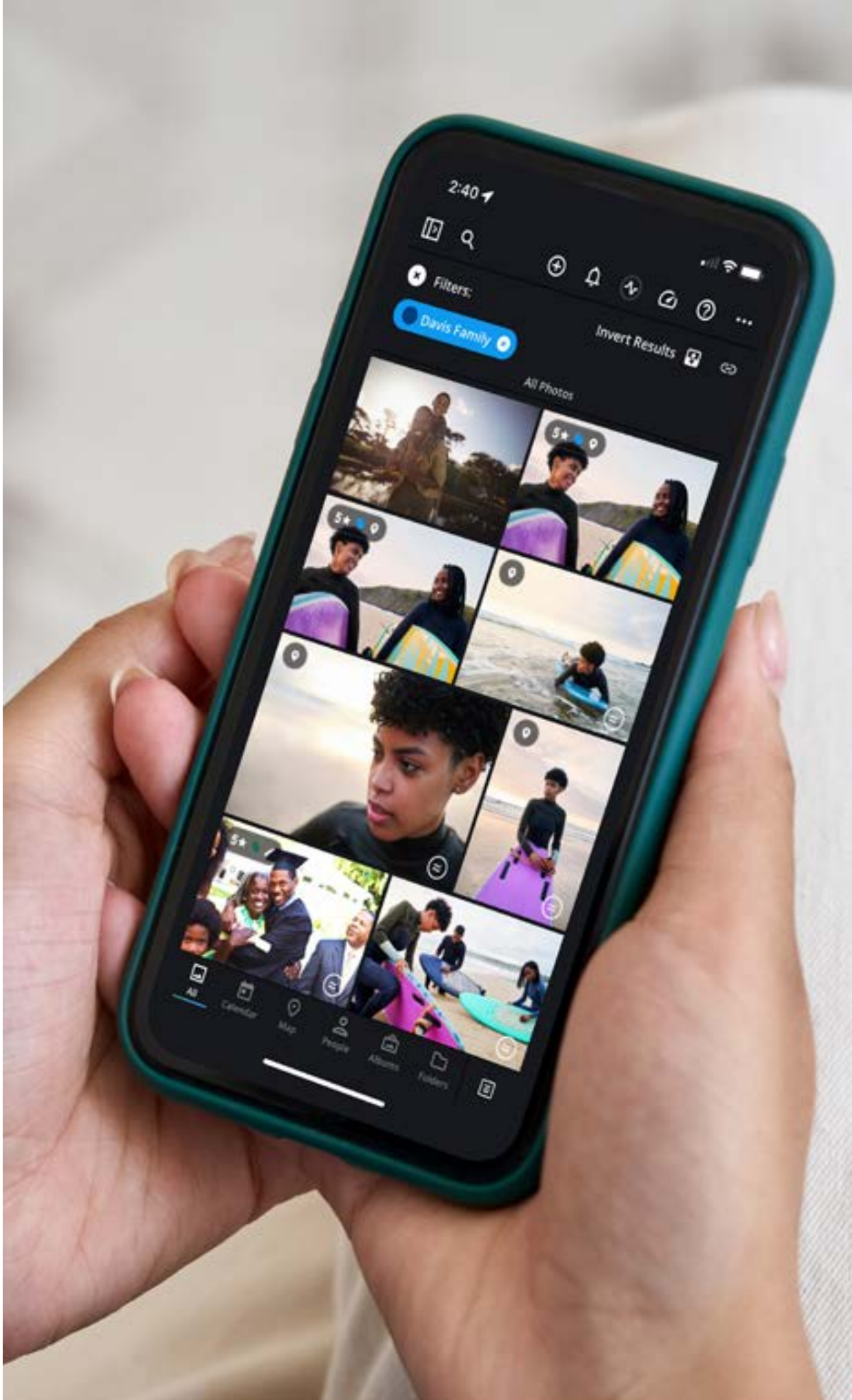
# QUICK START GUIDE

EXPLORE THE BENEFITS OF  
MYLIO PHOTOS AND MYLIO PHOTOS+



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# INTRODUCTION

## WHAT IS MYLIO PHOTOS?

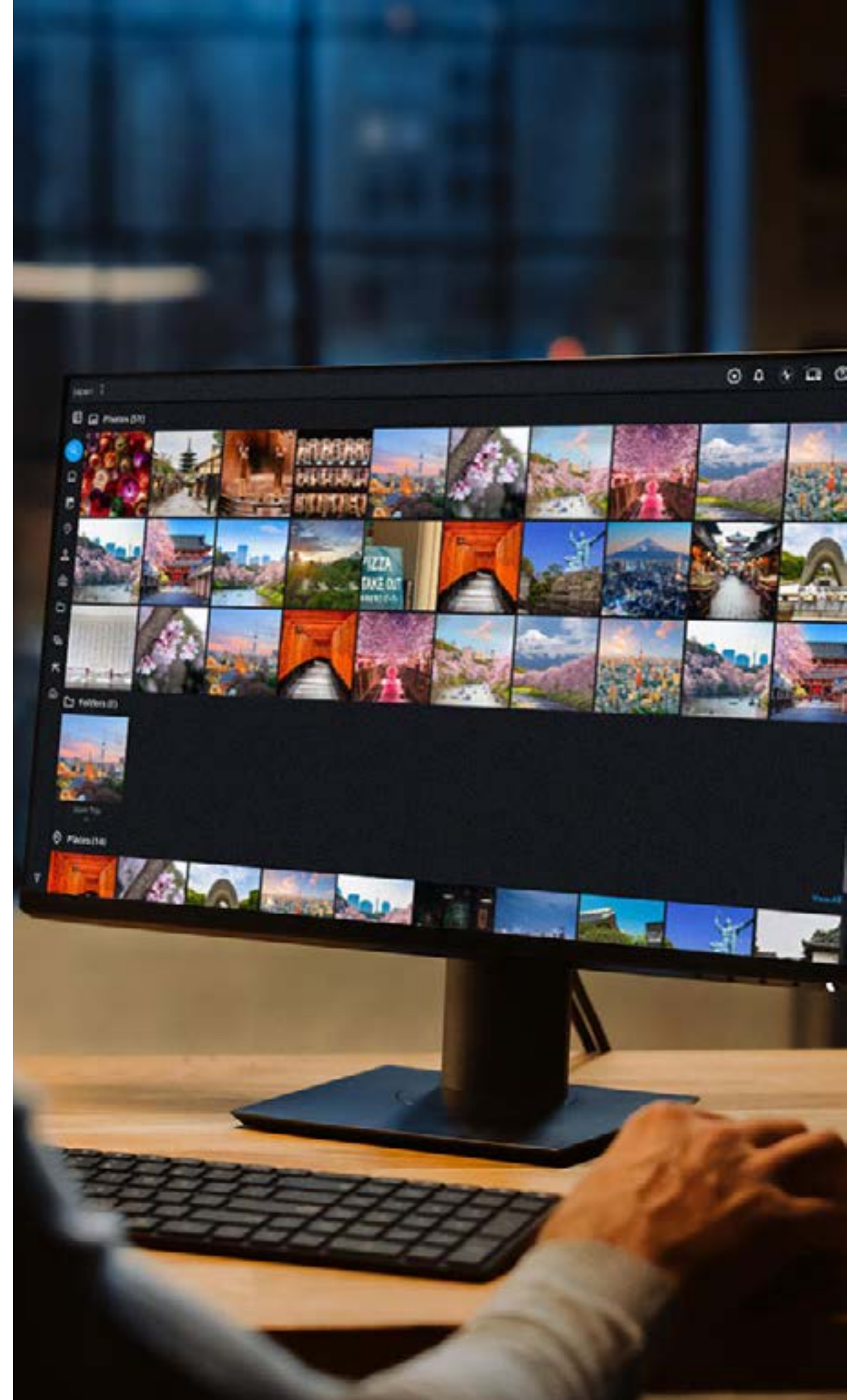
Mylio Photos makes it easy for you to enjoy browsing and quickly searching even the largest photo library. Blazing speed and customizable AI discovery tools make finding the perfect photo intuitive, fast, and rewarding.

Mylio Photos empowers you to enhance your photo library with rich details about the people, events, and locations in your photos and videos. Plus, you can embed this information so it's easily shareable and ready for future generations.

Mylio Photos is the perfect way to collect everything that matters to you. You can easily organize and enjoy a lifetime of memories in a single, cloud-independent space.



**Quick  
Start  
Videos**





# DO EVEN MORE

## SHARE AND PROTECT WITH MYLIO PHOTOS+

**Mylio Photos+** expands the capabilities of your Mylio Photos library. It's a complete solution that connects your computer, phone, tablet, and hard drives as a single photo library. Browse all your photos from any device, independent of the Cloud.

Your most important memories can be automatically backed up. Use multiple hard drives to protect against the loss or failure of a device. Stop renting storage and use drives you own. All the protection of the Cloud, with faster speed and improved privacy at a predictable cost.

With **SpaceSaver** technology, Mylio Photos+ can use optimized images for your portable devices. These lightweight files are fully editable and shareable, but let you fit up to **15x more photos**. Store a lifetime of memories even on a smartphone.

Quickly find your most important memories and share them with those you love. **Mylio Photos+** is an all-in-one ecosystem for your family's photo and video archive. It's the only plan you need to organize and protect all your memories.



**Discover  
Mylio Photos+**



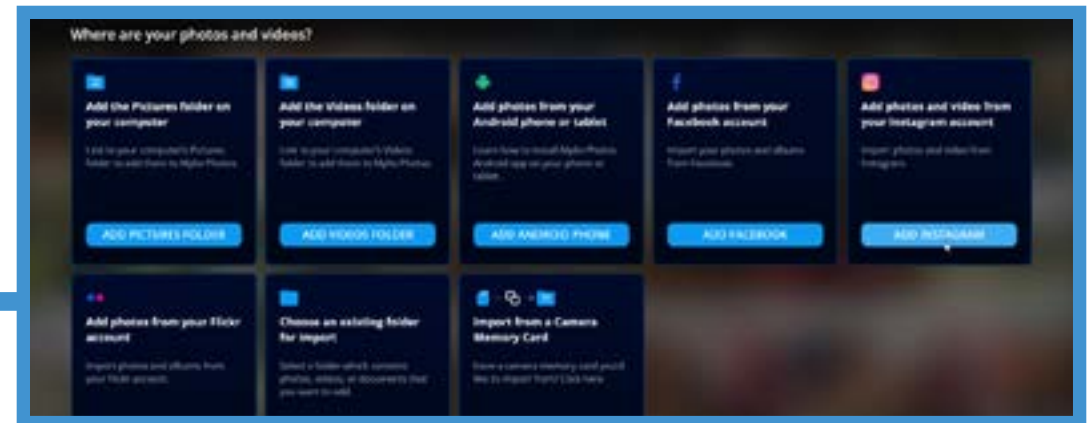
# ESSENTIAL FEATURES

## MYLIO PHOTOS

### GUIDED IMPORT

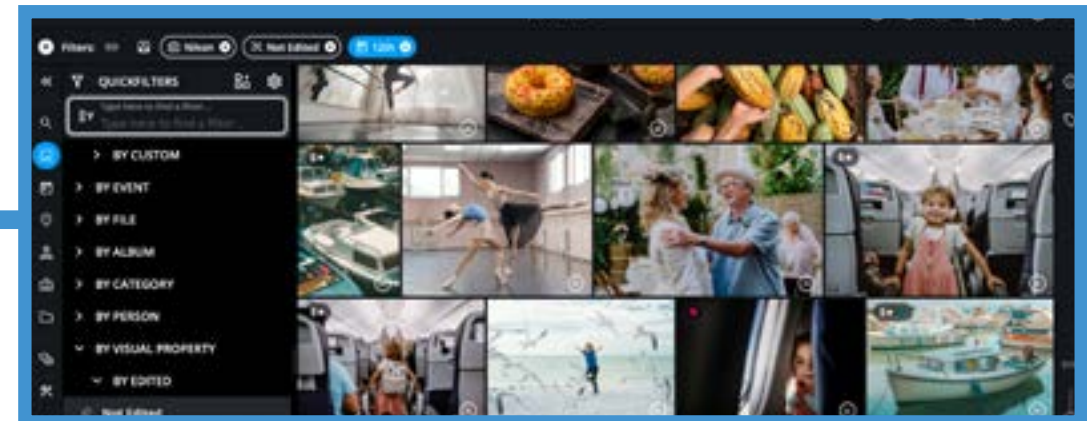
Easier import for photos, videos, and documents.

Guided Import makes it easier to consolidate your many photos, videos, and documents into a single library.



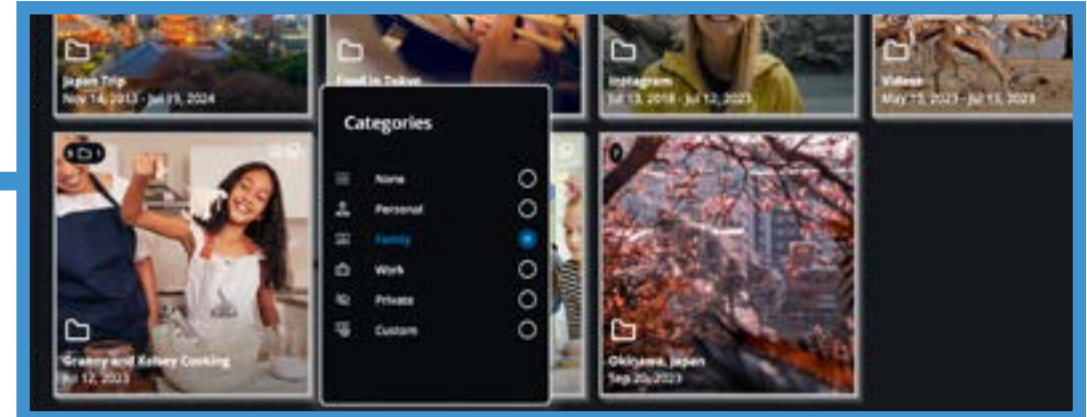
### QUICKFILTERS

Use details embedded inside photos to find and organize your photos and videos quickly. Sort by date, folder, file size, location, person, and camera, just to name a few.



### TAP TO CATEGORIZE

Simply tap on a folder, person, or album to sort and organize in seconds. Choose Personal, Family, Work, Private or any custom category.



### SPACES

A place for everything... and everything in its place.

Use and create subject-specific views of the Mylio Photos library, making finding and accessing media easier.





# ESSENTIAL FEATURES

## MYLIO PHOTOS

### SMARTTAGS

AI-generated **SmartTags** automatically identify thousands of activities, objects, and visual properties in photos or videos. All analysis is done on-device to ensure your privacy.

### DYNAMIC SEARCH

**The smartest way to find a specific file.**

Using **SmartTags** created on import, Mylio Photos creates a robust **Dynamic Index** of your files which is used when you search faces, on-screen text, geolocation, descriptions, and other Smart Tags.

### SOCIAL MEDIA GROUP

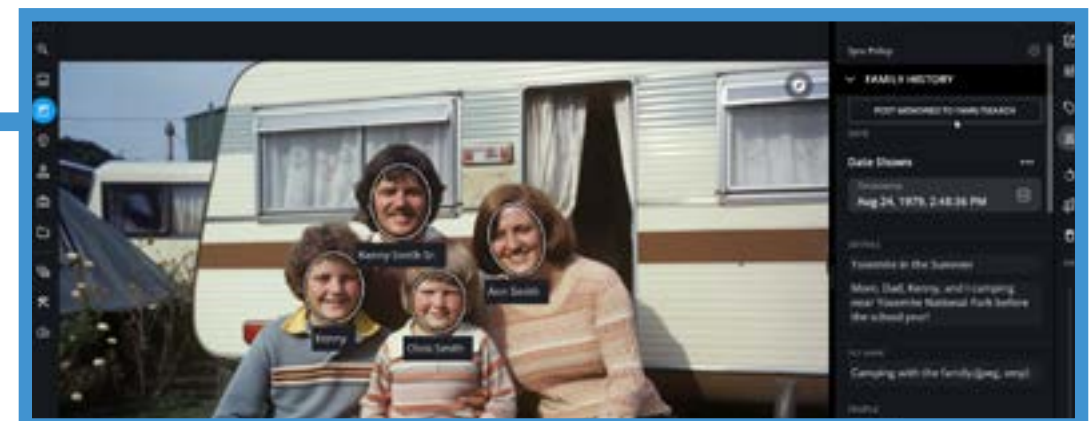
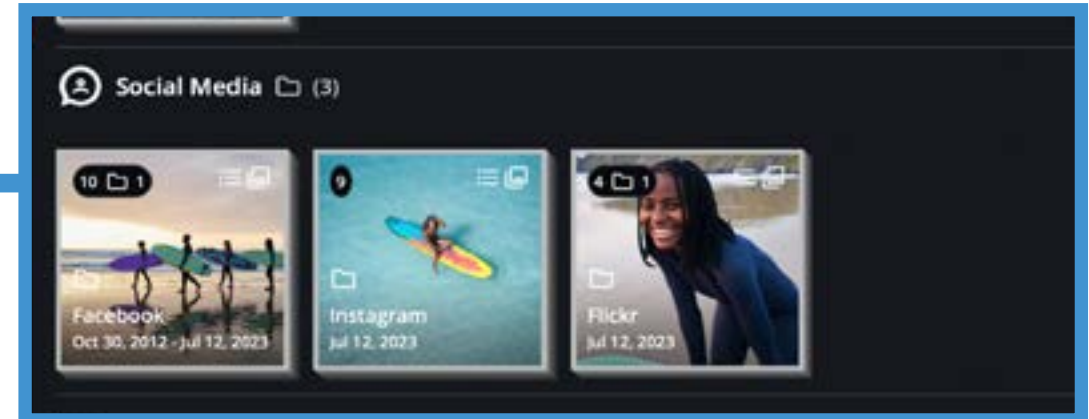
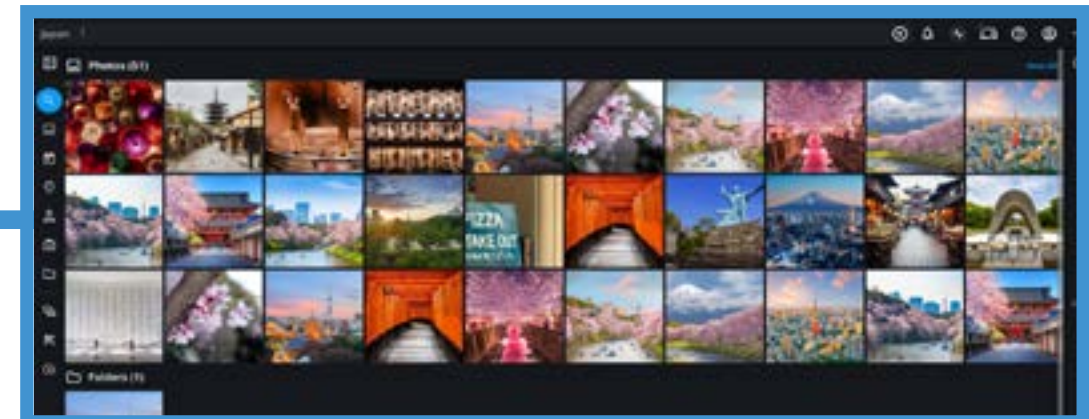
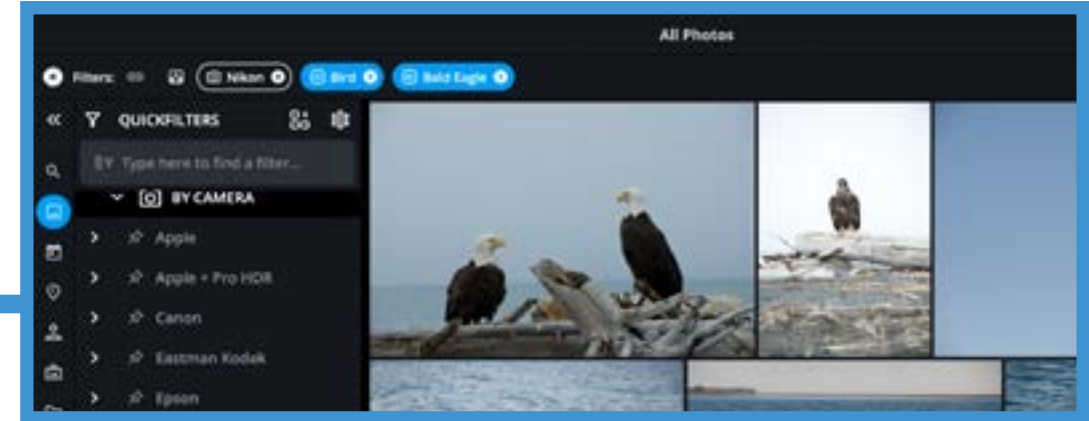
**Reclaim your favorite memories.**

It's easy to see and enjoy these special photos. Log in and import from **Facebook**, **Instagram**, and **Flickr**.

### FAMILY HISTORY METADATA

**Preserve images for the next generation.**

With precise control, add or modify essential metadata used by Family History websites and software.



# ESSENTIAL FEATURES

## MYLIO PHOTOS

### LIFECALNDAR™

View your photos as a beautiful photo calendar, shown by the year, month, or day you took them.



### PHOTOEXPLORER

Look up trip and location details from details embedded in your photos. Use favorite memories to help make all-new ones.



### QUICK COLLECTIONS

Get the good stuff even faster by combining **SmartTags** and **QuickFilters** as a recipe. **Quick Collections** then dynamically update as new photos and videos are added to you library.



### PHOTO DECLUTTER

Search for unneeded similar photos and remove problem shots based on focus issues, closed eyes, and more.





# ESSENTIAL FEATURES

## MYLIO PHOTOS+

### SECURE PERSONAL NETWORK, NO CLOUD REQUIRED

Access original photos from anywhere with a private, peer-to-peer connection that lets you browse and securely transfer files. photos.

### OPTIMIZED IMAGES

With **SpaceSaver** technology, optimized images can store up to **15x** more images and fit even the largest photo library on portable devices. Edit and organize raw files, with metadata, off-line—no Internet or Cloud needed.

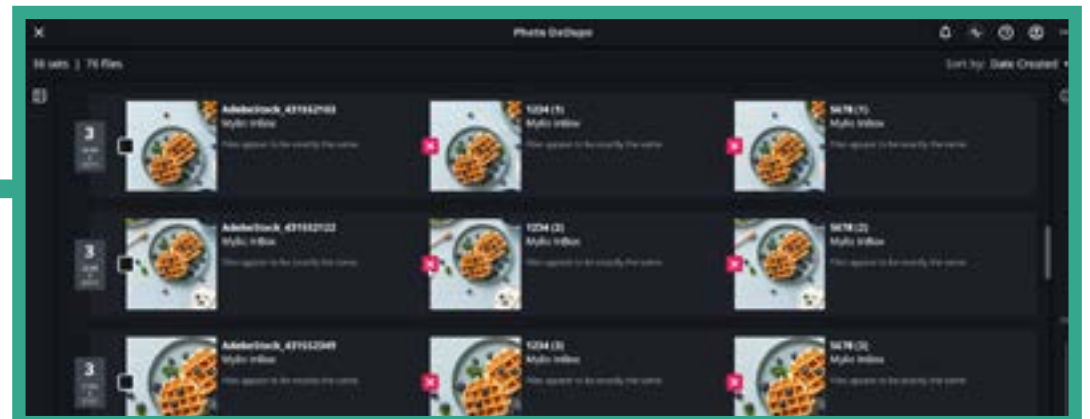
### AUTOMATED BACKUP TO MYLIO VAULTS

**Never lose an image.**

Back up original photos and videos across devices with local protection **Vaults**. Control storage costs and get faster backups.

### PHOTO DEDUPE

Easily remove unneeded duplicate files and reclaim wasted disk space with **Photo DeDupe**.





# ESSENTIAL FEATURES

## MYLIO PHOTOS+

### MYLIO DRIVE

A personal and private storage space that enables Mylio Photos+ to store a copy of your entire optimized image collection for easy access on-the-go.

### SHARED ALBUMS

**Sharing photos with greater control.**

Create, curate and share semi-private albums with a select audience. Add extra protection with **SafeShare** to remove personal data before posting.

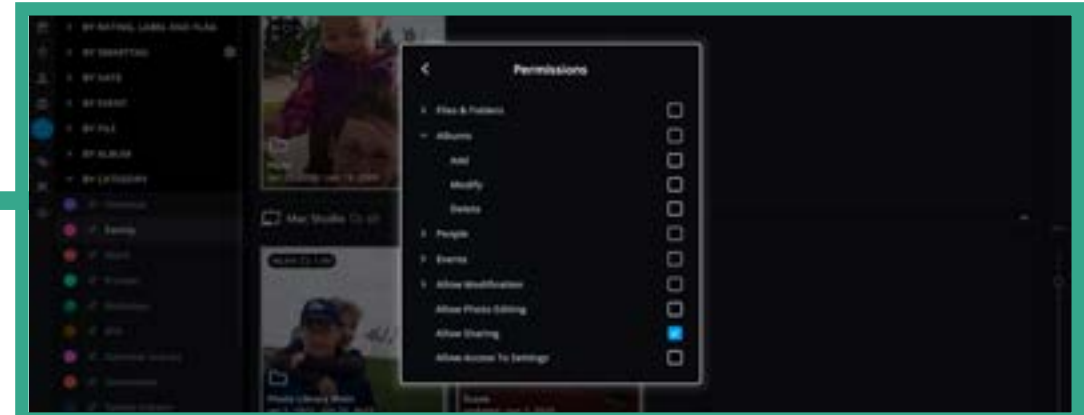
### REMOTE CONTROL

**Manage devices in your family or work group.**

Manage and adjust settings on any device connected to your Mylio Photos+ account. Set limits on viewing, sharing, editing, and more.

### MORE STORAGE OPTIONS

Turn any portable SSD into a **Travel Drive** to automatically back up recent pictures and have easy access to photos on-the-go. And, iOS devices now support external USB drives for import, storage or backup.



# BENEFITS

## MYLIO PHOTOS

Mylio Photos is a free desktop and mobile application that lets you view, organize, enhance, and share your photos. It's the fastest and easiest way to search even the largest photo library.

1. Automated organization and AI-powered tools to help find photos quickly. All analysis runs locally on your devices to ensure 100% privacy.
2. Additional organization using face and text recognition, GPS, camera data, and more.
3. View and enjoy images by browsing your collection using the **LifeCalendar** and **Map** to explore your library by time and place. Browse easily using a variety of views that reflect how the human mind remember.
4. Visually enhance, crop, and straighten images with essential editing tools.
5. Remove sensitive personal information from your photos before posting to the Internet with **SafeShare**. Helps protect your family's privacy while still leaving your photo library filled with useful metadata.



### Fundamentals Course

Getting Started with  
Mylio Photos

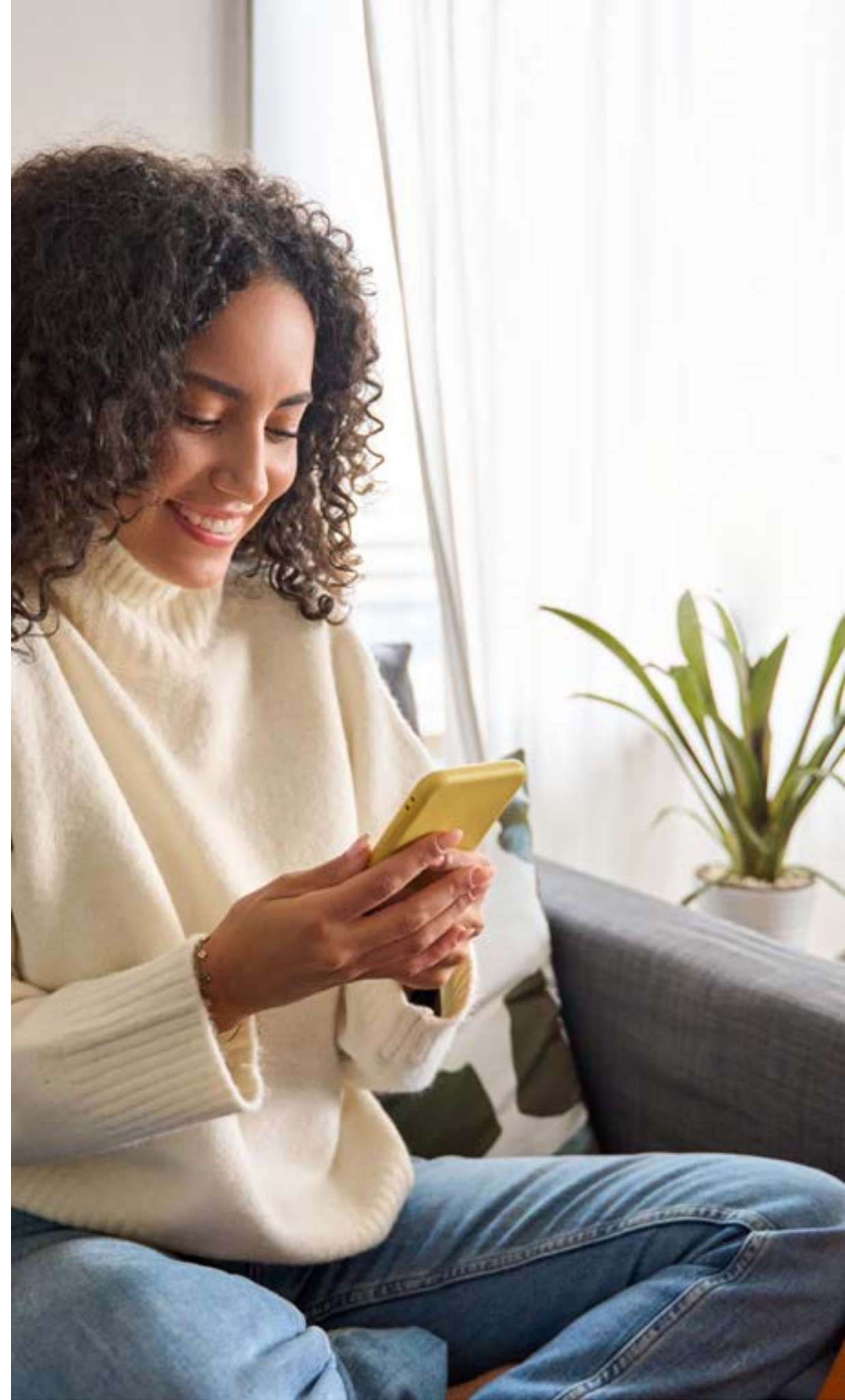




6. Connect your photo library to all your applications and favorite websites with the **Share** and **Open With** menus. Our **Universal Clipboard** makes it easy to copy and paste photos and videos to other apps.
7. Have full access to your photo library — without needing the internet or Cloud. Mylio Photos works with or without an internet connection.
8. Mylio Photos software is available for macOS, Windows, iOS, iPadOS, and Android and provides a consistent experience across all devices.
9. Install Mylio Photos on as many devices as you want to organize and work with the images stored locally on that device.
10. Just **Tap to Categorize** folders, albums or people into clear groups like Personal, Family, Work and Private. Then choose a pre-defined view from **Spaces**, to make finding and accessing media easier.



**Welcome to  
Mylio Photos**  
Getting Started with  
Mylio Photos





# BENEFITS

## MYLIO PHOTOS+

Mylio Photos+ is a subscription plan that adds invaluable features to the Mylio Photos application. A Mylio Photos+ membership offers intelligent management and protection for a lifetime of photos and videos. Subscribers can access their entire library from any device and enjoy faster access, comprehensive cleanup tools, and customizable backups for their photo and video library.

1. Rely on a private, personal network that offers increased performance and security. Devices communicate directly with each other to keep your memories safe and secure.
2. Always have full access to your photo library — independent of the internet or Cloud. Mylio Photos+ works with or without an internet connection. Changes sync when your devices reconnect to any network.
3. Fit a lifetime of photos on a phone, tablet, or laptop with **SpaceSaver** technology. Store up to **15x** more images while still being able to edit, share, and even print.
4. Add protection to a photo library with hard drives or devices designated as **Vaults**. Automatically protect your entire library against device loss or failure.
5. Connect to Cloud storage plans from OneDrive, Google or any S3 provider. Mylio Photos+ encrypts your data in the Cloud so only devices signed into your account can view your library.





6. Sync images or folders between devices on-demand for secure transfer of full-quality images.
7. Easily remove exact duplicate files and free up valuable disk space with the **Photo DeDupe** tool.
8. Each Mylio Photos+ plan includes unlimited storage of optimized images on **Mylio Drive**, It's your personal and secure storage space designed to simplify viewing and syncing while on-the-go. Plus all files are encrypted for an extra layer of security.
9. Curate semi-private **Shared Albums**. Images are hosted on non-indexed web pages that make it easy to share viewing and downloads with just those you want. You can strip all personal information with **SafeShare** and decide whether or not to allow downloads.
10. Use **Remote Control** to efficiently manage and fine-tune settings across on all devices linked to your Mylio Photos+ account.
11. Turn any external hard drive into a **Travel Drive**. Back up recent pictures and videos for easy access while on the go. And, iOS devices now support external USB drives for import, storage or backup.



**Discover  
Mylio Photos+**





# **INSTALLING & ACTIVATING MYLIO PHOTOS**

**HOW TO LOAD MYLIO PHOTOS ONTO YOUR COMPUTER AND SMARTPHONE**



# DOWNLOADING MYLIO PHOTOS

## INSTALLING ON A COMPUTER

**STEP 1:** Go to **Mylio.com** click the button in the upper right corner to **Download Now**.

**STEP 2:** Locate file in your **Downloads** folder, open and follow instructions

### macOS:

- For **macOS**, look for the Mylio.dmg file in your Downloads folder. Open it and drag the Mylio app into your **Applications** folder.

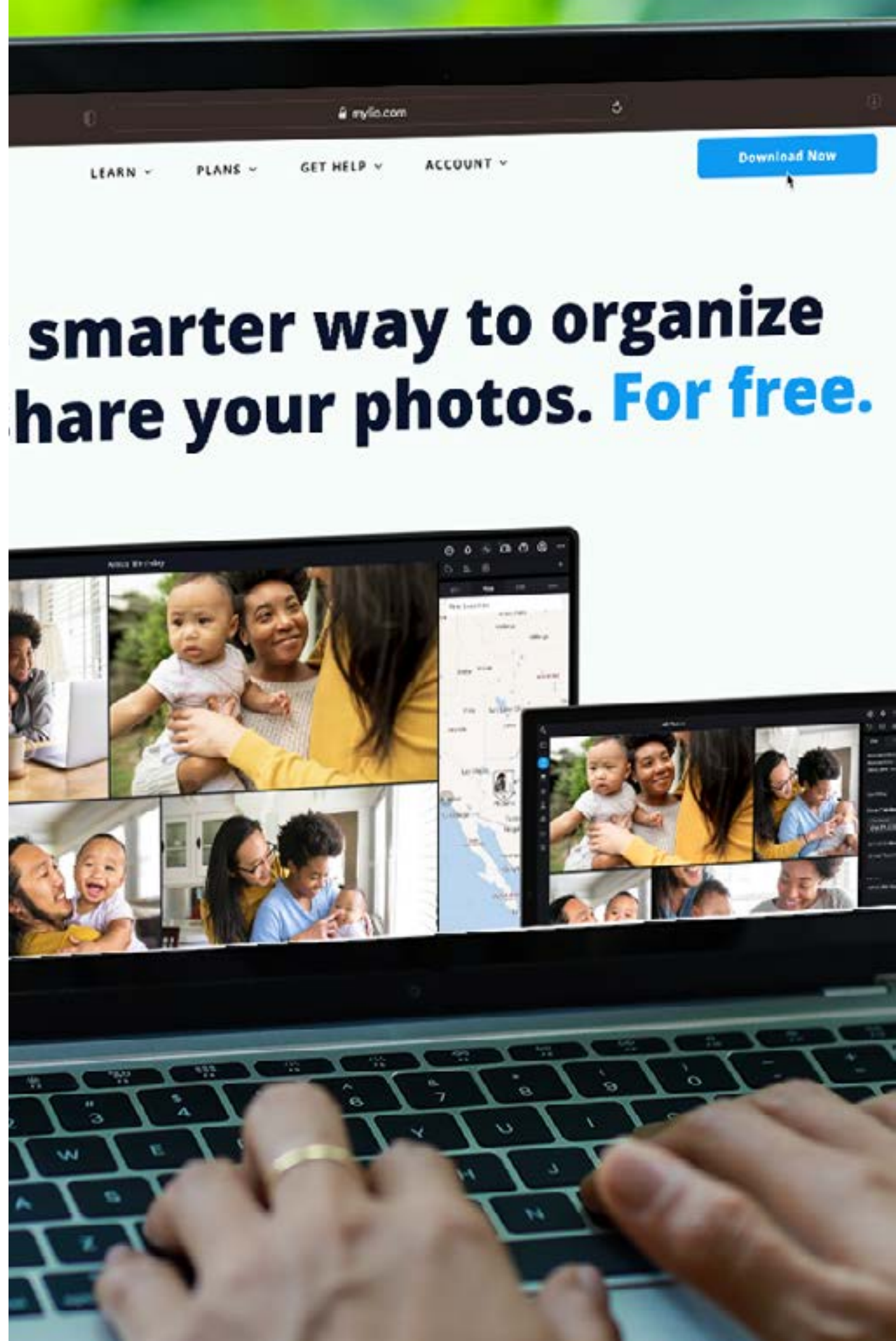
### Windows:

- For **Windows**, double-click the installer in your **Downloads** folder and follow the instructions on-screen.



### Computer Installation

Getting Started  
Video Series



**STEP 3:** Launch the **Mylio Photos** application and then click the **Let's Go** button.

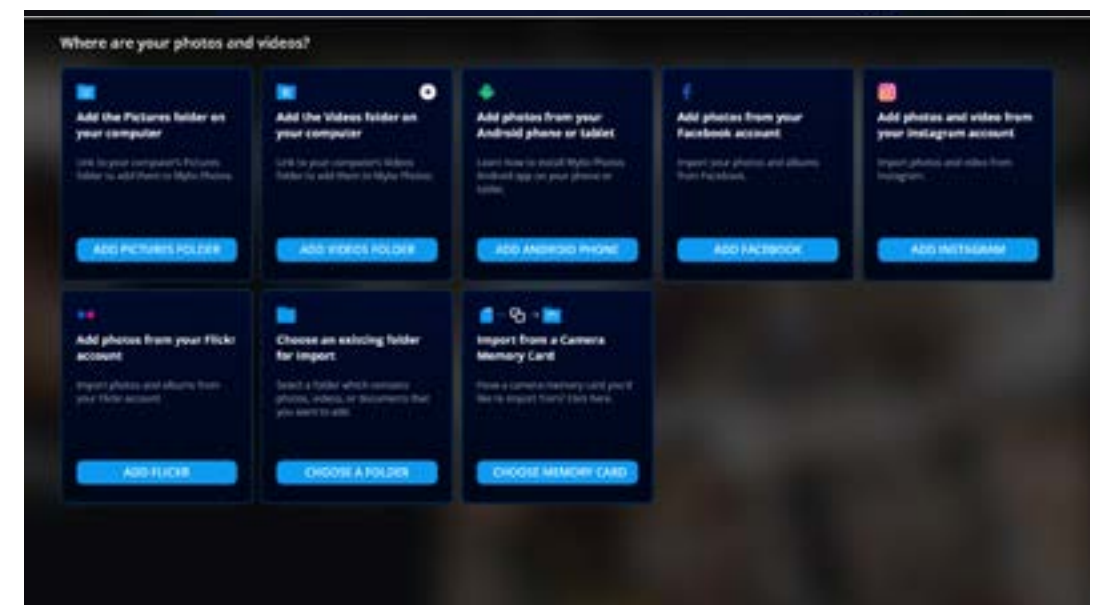
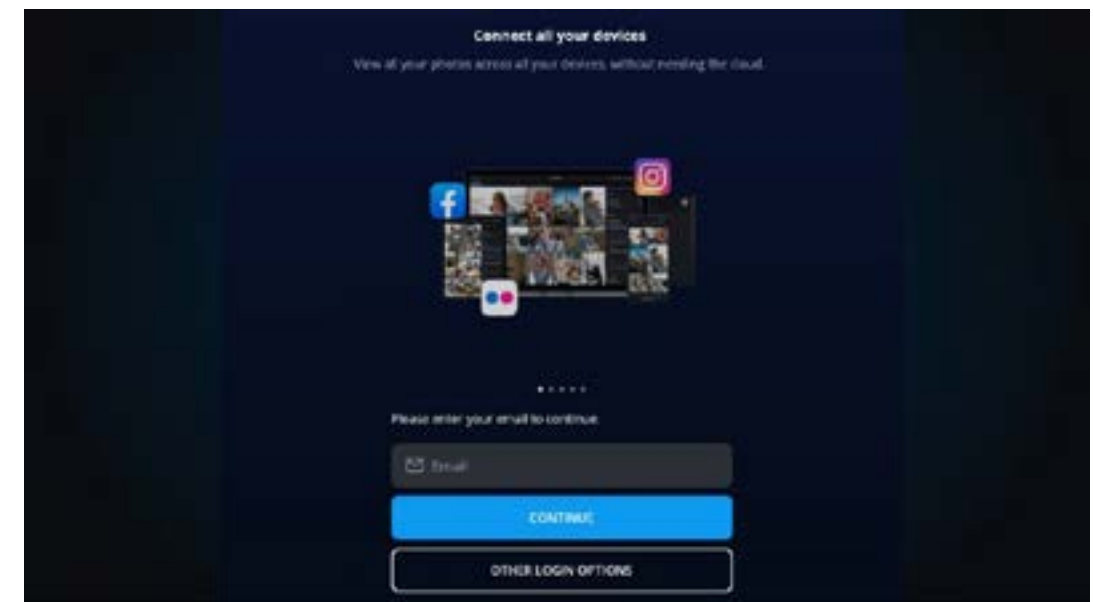
**STEP 4:** Create a private account with a Mylio ID. This ensures only devices you login in can see your library. Enter your **email address** then click **Continue**.

**STEP 5:** Check your **email**.

You'll receive a confirmation email from Mylio. Click on the button that says **CLICK HERE TO LOG IN** or use the **CODE** if the device receiving the email is different from the device from which you are attempting to log into your Mylio account.

**STEP 6:** Click on the **Start Adding Photos and Videos** button. You'll see a guided options screen that will help you add folders, smartphone photos, social media, and more.

**Congratulations!** You've set up your computer with Mylio Photos.



**Desktop  
Import**  
Getting Started  
Video Series



# DOWNLOADING MYLIO PHOTOS

## INSTALLING ON A SMARTPHONE OR TABLET

**STEP 1:** Visit the **Google Play Store** (Android) or **App Store** (iOS) and search for **Mylio Photos**. Download and install the app on your device.

**STEP 2:** Locate the **Mylio Photos** app on your home screen and **tap to launch**. You may need to switch pages to find it.

**STEP 3:** Click the **Let's Go** button.



### Mobile Installation

Getting Started Video  
Series



**STEP 4:** Create a private account with a Mylio ID. This ensures only devices you login in can see your library. Enter your **email address** then click **Continue**.

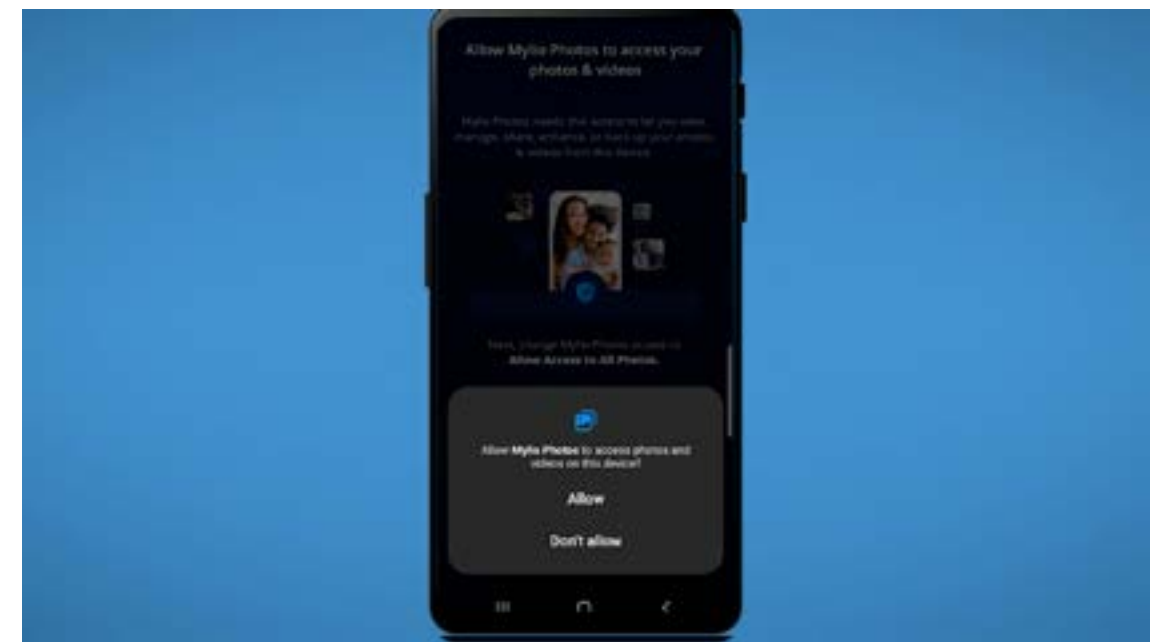
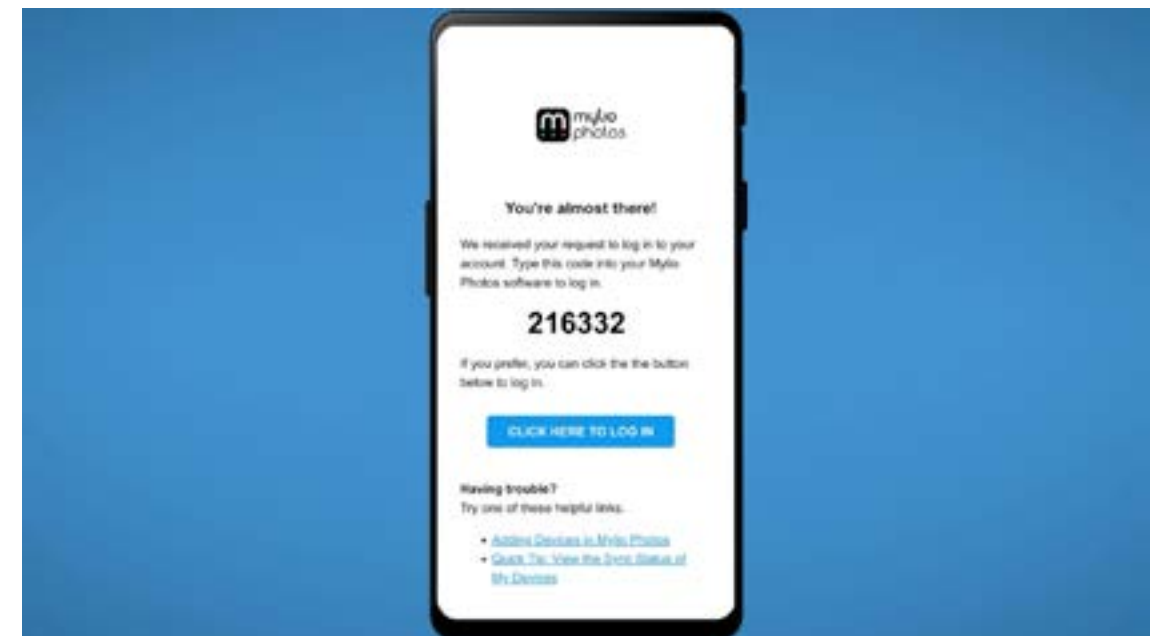
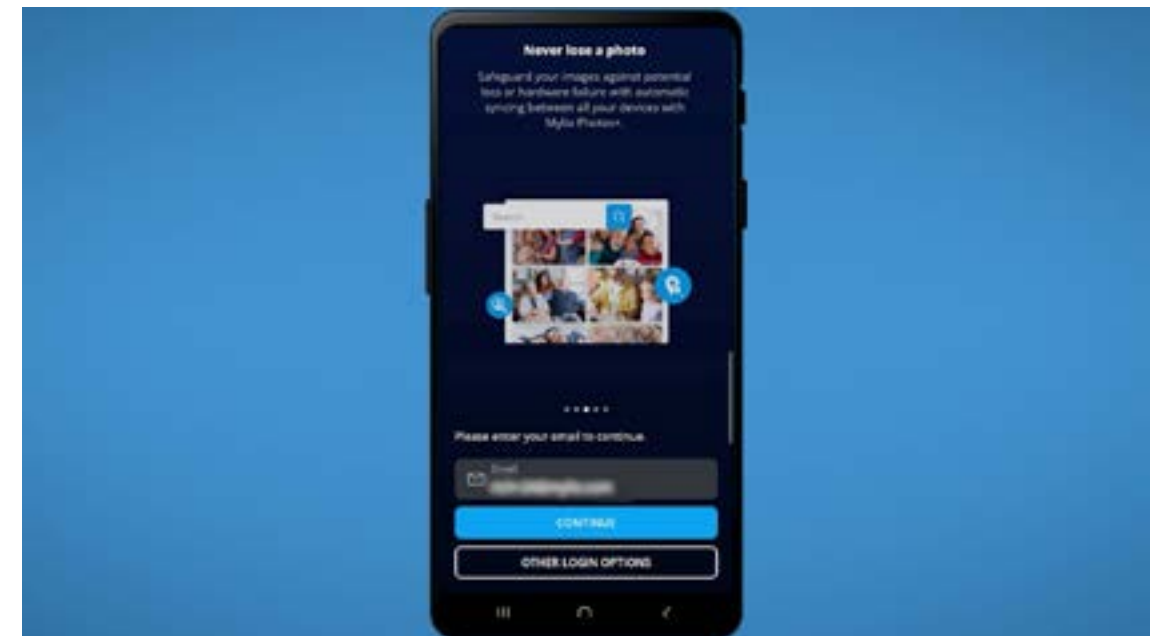
**STEP 5:** Check your **email**.

You'll receive a confirmation email from Mylio. Click on the button that says **CLICK HERE TO LOG IN** or use the **CODE** if the device receiving the email is different from the device from which you are attempting to log into your Mylio account.

**STEP 6:** Now grant the Mylio Photos app access the photos and videos on your device. Tap **Continue** in order to use photos and videos on your smartphone or tablet.

**STEP 6:** Click on the **Start Adding Photos and Videos** button. You'll see a guided options screen that will help you add folders, smartphone photos, social media, and more.

**Congratulations!** You've set up your device with Mylio Photos.





# ADDING FILES TO MYLIO PHOTOS

## GETTING YOUR MEDIA INTO MYLIO PHOTOS

After installing Mylio Photos it's time to get your photos into your Mylio Photos library. As you do this, the app will start scanning files and indexing them for fast searching.

When getting started, be sure to use the **Guided Import** menu. If you need it again, just click the **Add media** ⊕ button in the **Top App Bar** at the top right of the screen.



**Adding media  
on Mobile**

Getting Started Video  
Series



# INSTALLING THE SAMPLE LIBRARY

## START USING MYLIO PHOTOS

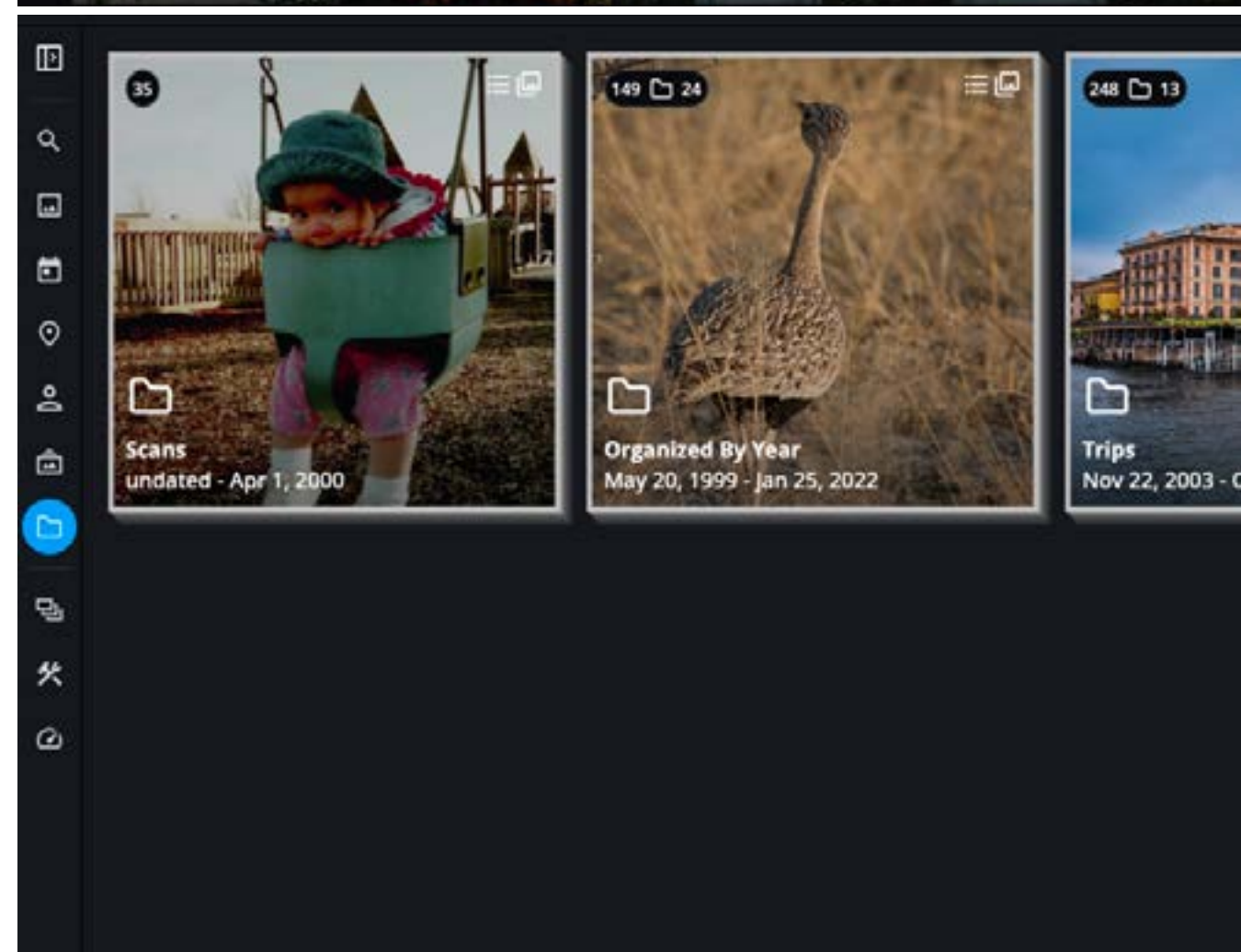
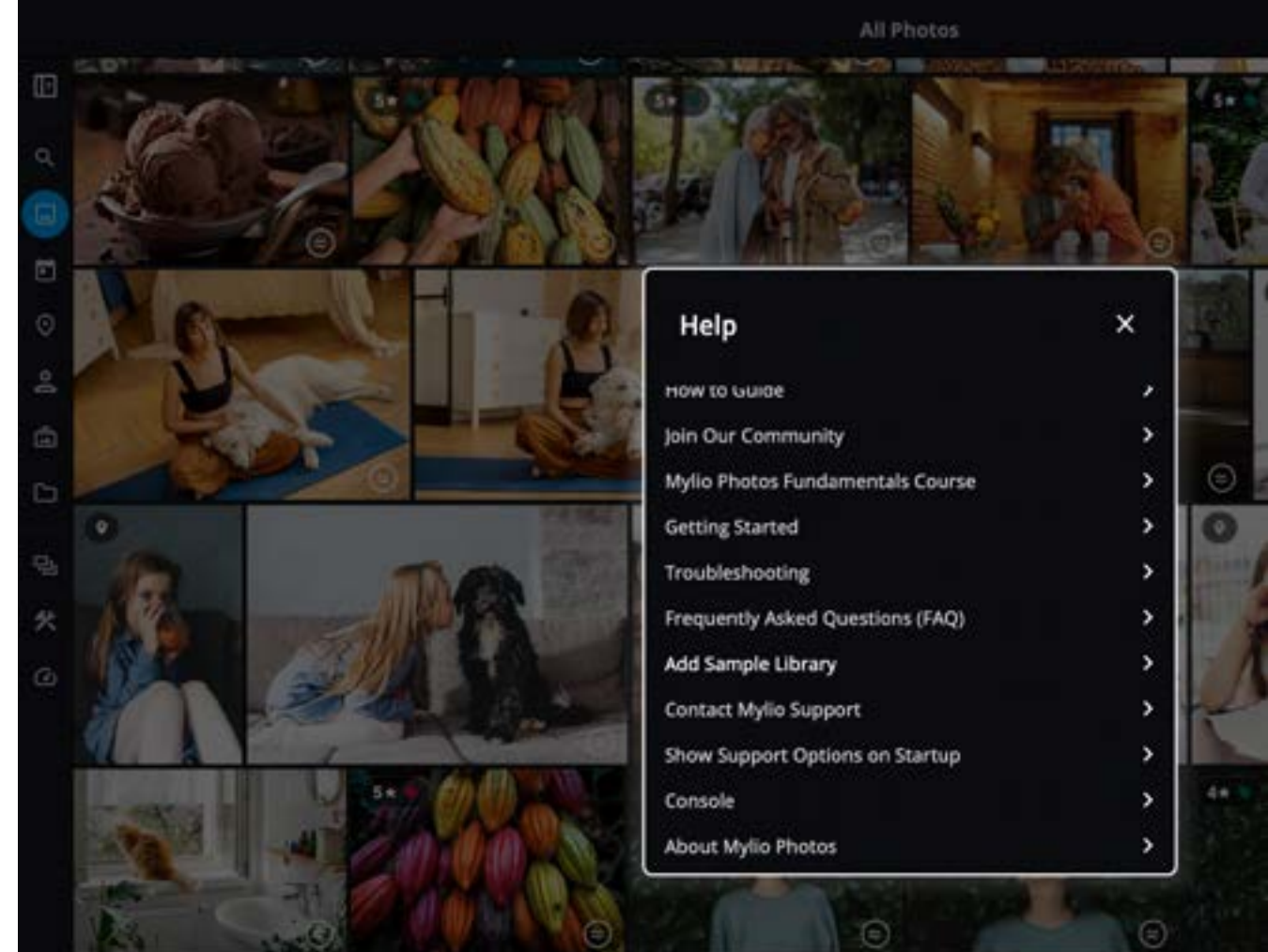
To get started using Mylio Photos right away, you can easily add (and later remove) a sample library. It's perfect to practice with and it will help you follow along with Mylio Photos training videos.

### ADDING THE SAMPLE LIBRARY

In the **Top App Bar**, click the **Help button** and select **More help options**. Choose **Add Sample Library**. Doing this adds a library of images to use when learning how Mylio Photos works.

### REMOVING THE SAMPLE LIBRARY

In the **Top App Bar**, click the **Help button** and select **More help options**. Choose **Remove Sample Library**. All sample files will be removed from Mylio Photos.





# GETTING STARTED

## NAVIGATING THE MYLIO PHOTOS APPLICATION

Mylio Photos is more than just a way to organize your memories. Our users love how it helps you discover images you'd forgotten.

This section helps you navigate the Mylio Photos application to locate and organize your memories.



## VIEWS

Mylio Photos has several ways to discover and organize your photos, all located in the **Views** section on the left side of the application window.



**OPEN SIDEBAR:** Click or tap this icon to display Mylio Photos' **Left Panel**.



**DYNAMIC SEARCH:** Click to switch to a dedicated view for **Dynamic Search**. Use **QuickFilters** to further refine results.



**ALL PHOTOS:** This view shows a thumbnail version of all the photos you've added to Mylio Photos.



**LIFECALENDAR™:** View your photos as a beautiful photo calendar, shown by the year, month, or day they were taken.



**MAP:** If GPS data embedded in your images, you can preview them on a map to see where they were created.







**PEOPLE:** Use this view to locate photos of people. To tag faces to add to this view, go to **Dashboard > Actions > Tag Faces** or select the face-tagging icon from any view.



**ALBUMS:** Create or view albums, or groups of photos you want to share or quickly access. Adding pictures to an album does not change their stored location; you can add the same photo to multiple albums.



**FOLDERS:** View all the photo folders added to Mylio Photos from your computer, external hard drives, and other devices.



**SPACES:** Spaces makes it easier to control what you see on each device, how your library is organized, and more.



**TOOLS:** Access commonly used tools such as **Batch Face Tagging**, **Photo DeClutter** and **Photo DeDupe** (Mylio Photos+)



**DASHBOARD:** The hub for controlling your devices, syncing, and other essential tasks.

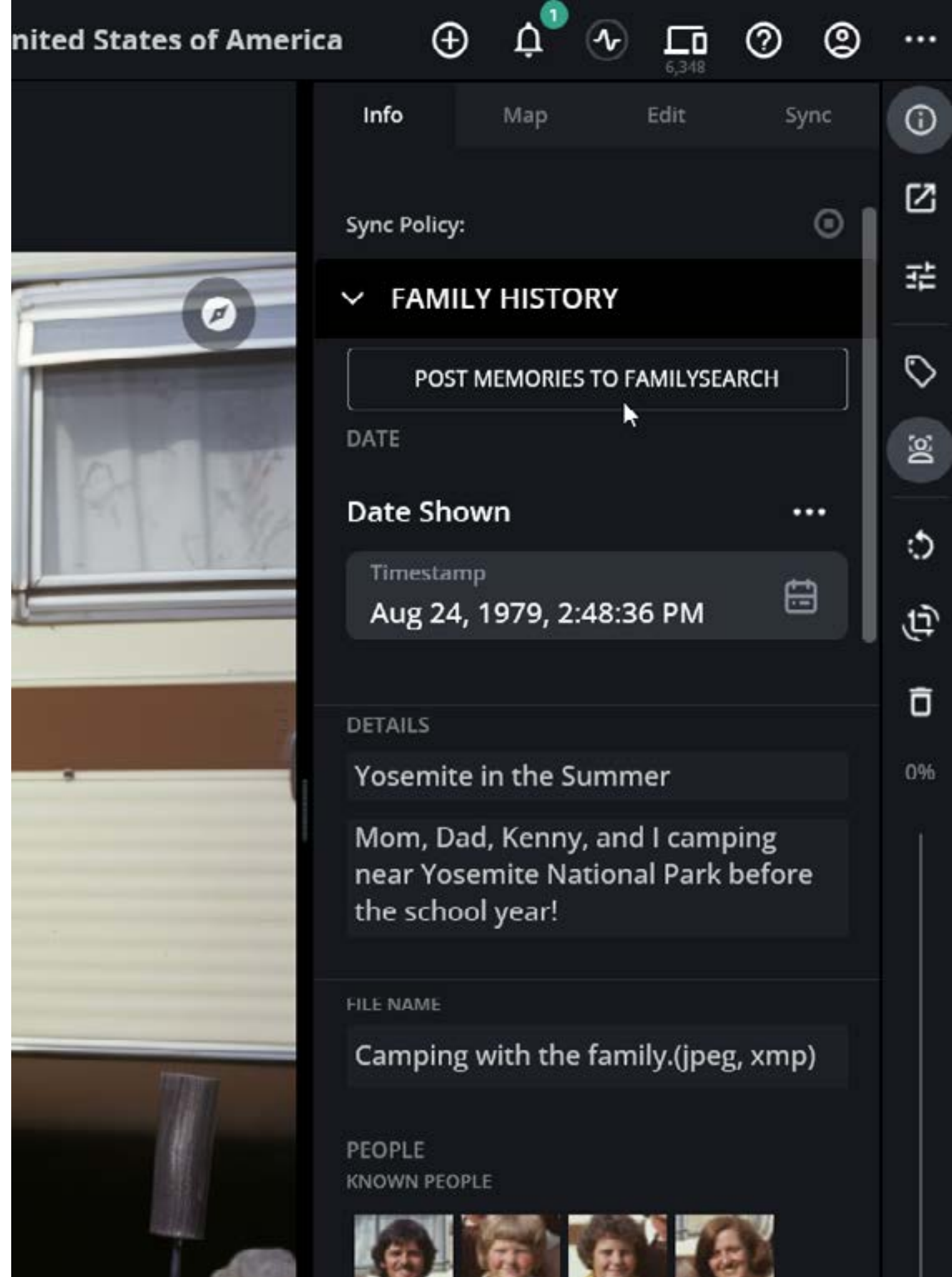




## TOP APP BAR

The **Top App Bar** is located at the very top of the interface and gives you quick access to the following functions:











- +** **ADD MEDIA:** Click this button to add photos from your device, an online service, or an external application on your device.
- 🔔** **NOTIFICATIONS:** Shows notifications to let you know what is happening in your application.
- 🔄** **ACTIVITIES:** Displays what activities or tasks Mylio Photos is actively processing.
- 📱** **DEVICES:** Quickly view the devices you have set up in Mylio Photos.
- ?** **HELP:** Access several ways to get help with Mylio Photos, such as the online community, contacting support, and so on.
- 👤** **ACCOUNT:** Easily access your account and manage account details
- ...** **MORE:** Use this button to change the sort of your images, select the type of grid to view your photos, choose which annotations are visible (e.g. ratings, date), play a quick slideshow of your images, or access the settings.

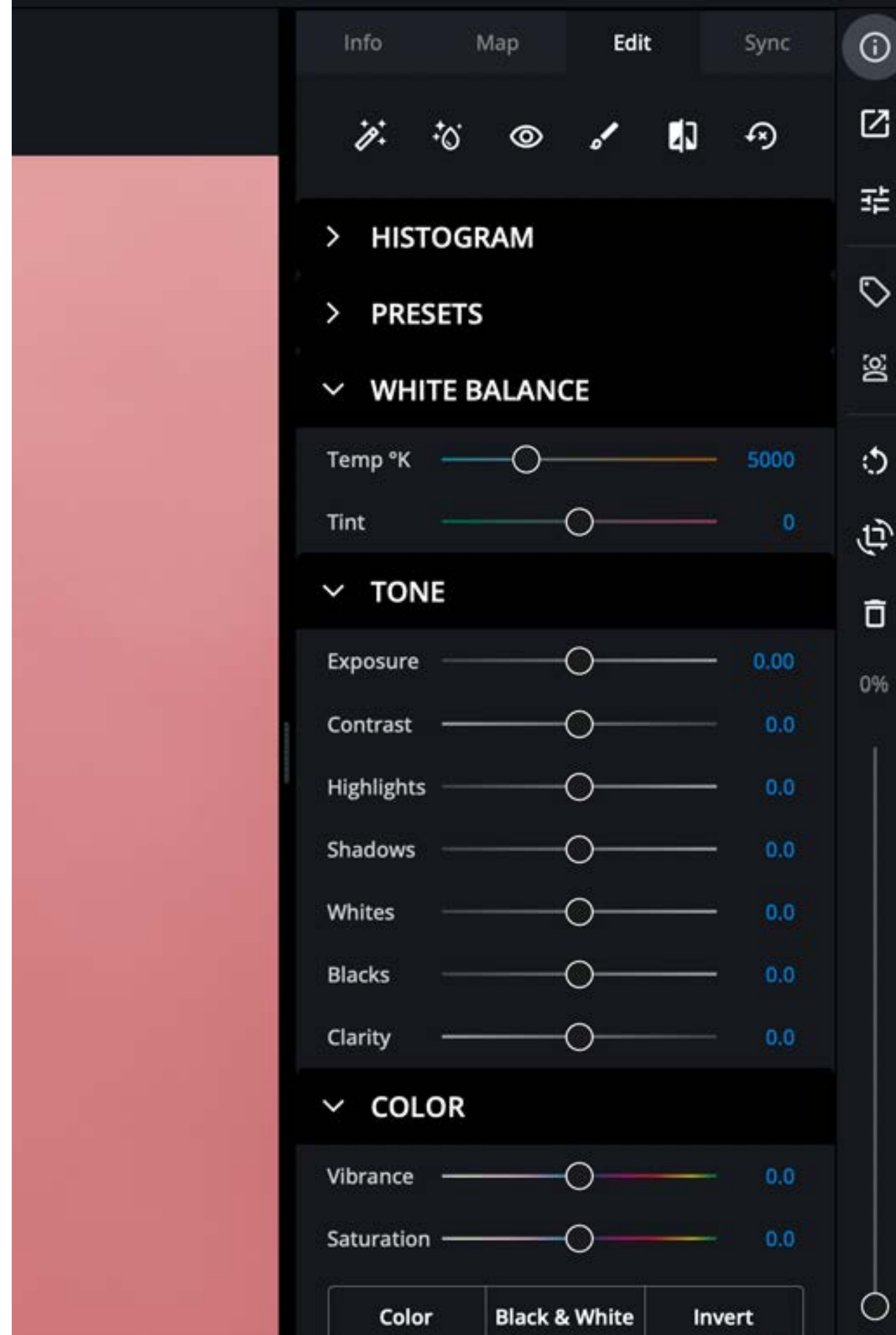




## THE RIGHT SIDE BAR

The **Right Sidebar**, located along the right side of the screen gives you access to several functions. The buttons shown can change based on your current view.

-  **INFO:** Opens **Side Panel** to reveal additional details.
-  **SHARE:** Share, print, or export your selected photo(s).
-  **EDIT:** Reveals the edit options.
-  **RATING AND TAGGING:** Open for Rating, Labels and Flags.
-  **FACE TAGGING:** Add or update a face tag.
-  **ROTATE LEFT:** Rotate the selected image(s).
-  **CROP AND ROTATE:** Crop and rotate the image.
-  **DELETE:** Remove image(s) from your device.
- GRID SIZE:** Move the slider to increase or decrease the size of your images.
-  **MYLIO CLIPBOARD:** Temporarily store photos in memory when moving them between Folders, Albums, and other views.
-  **ACTIONS MENU:** Displays a series of actions you can perform with your current selection. You can also access this menu by right-clicking a photo or group of photos in the preview area.



## QUICKFILTERS AND SMART TAGS

Mylio Photos' **QuickFilters** helps you quickly find specific photos, videos, and documents by narrowing your browsing results based on specific criteria.

You can use QuickFilters in any view with options to filter by folder, date, event, file type, album, person, category, ratings, flags, labels, cameras, lenses, and more. QuickFilters work with metadata embedded in your photos and info you've added, such as people and location tags.

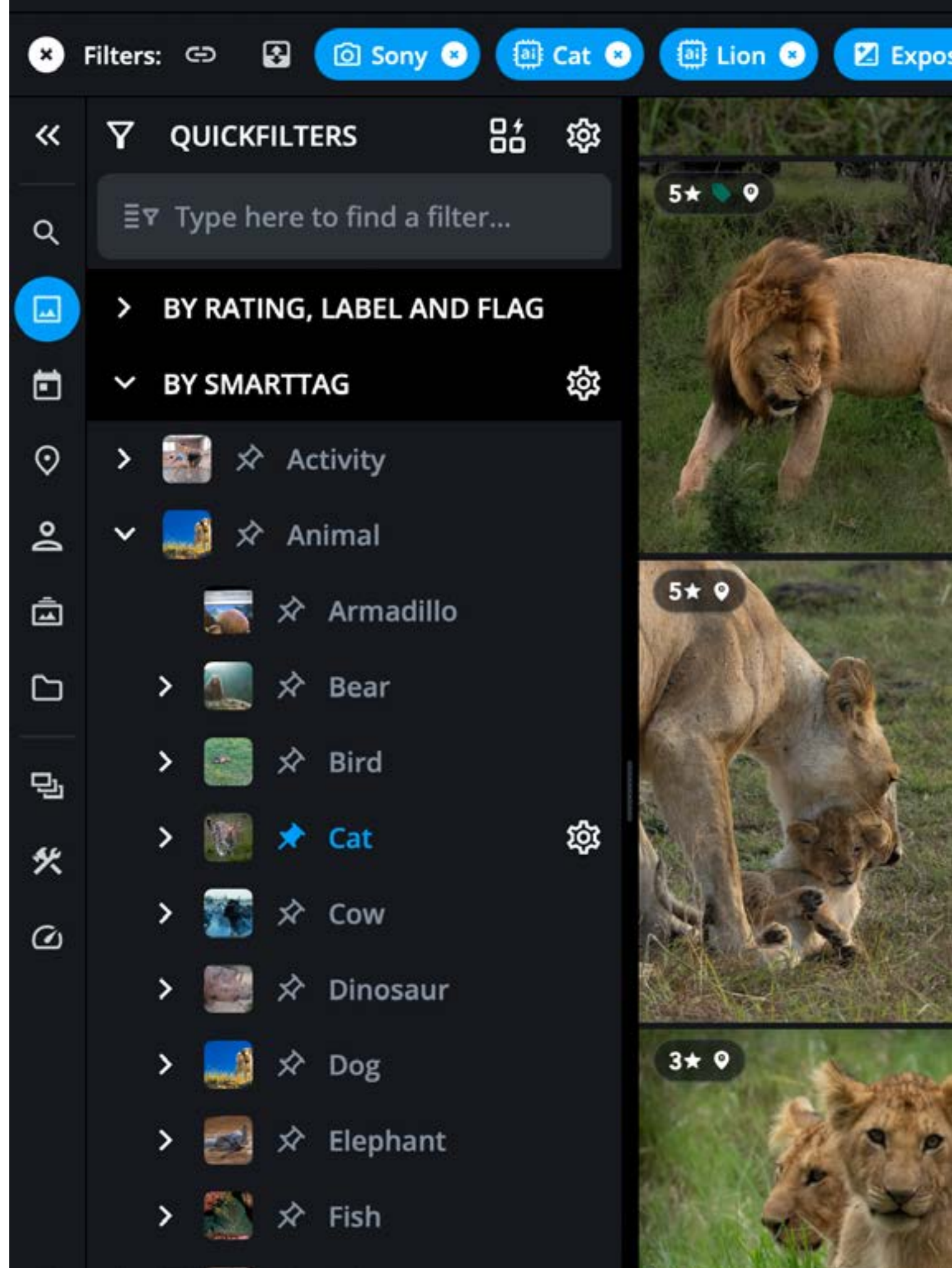
Mylio Photos can also help find the perfect photo with AI object recognition. Mylio Photos uses computer vision and can identify thousands of objects, activities and other visual properties.

Only Mylio Photos offers AI that's fully customizable to your preference. You can click the **Gear** icon next to any **SmartTag** to fine tune its sensitivity.



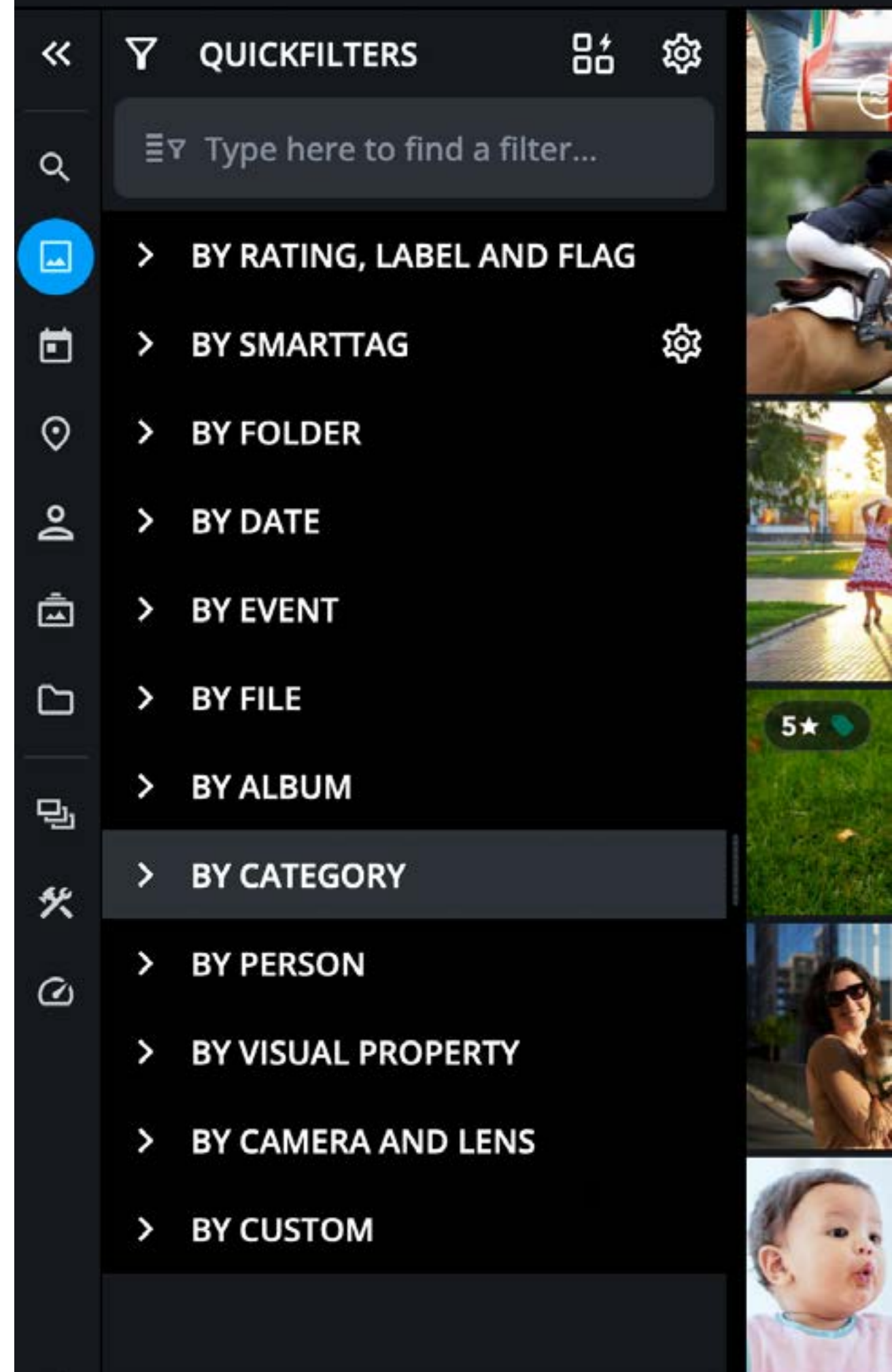
### Using Filters & Search

Getting Started Video Series





- **By Rating, Label, & Flag** – Filter your results by star rating, color label, or flag status.
- **By SmartTag** – Filter your results by recognizable objects and other visual traits using **SmartTags**.
- **By Folder** – Filter your results to one or more specific folders.
- **By Date** – Filter your results by date or date range.
- **By Event** – Filter your results by Event.
- **By File** – Filter your results by file type (photos, videos, documents, screenshots, and more) or specific file extensions.
- **By Album** – Filter your results to one or more specific Albums.
- **By Category** – Filter your results to one or more specific categories.
- **By Person** – Filter your results to one or more named and tagged people.
- **By Visual Property** - Filter your results by multiple camera options such as **White Balance, Shutter Speed, Metering Mode, ISO** and other **EXIF** metadata.
- **By Camera & Lens** – Filter your results by camera(s) (make, model, serial number) and lens(es) (make, focal length)
- **By Custom** – Filter your results by entering a custom keyword or phrase using advanced search expressions.

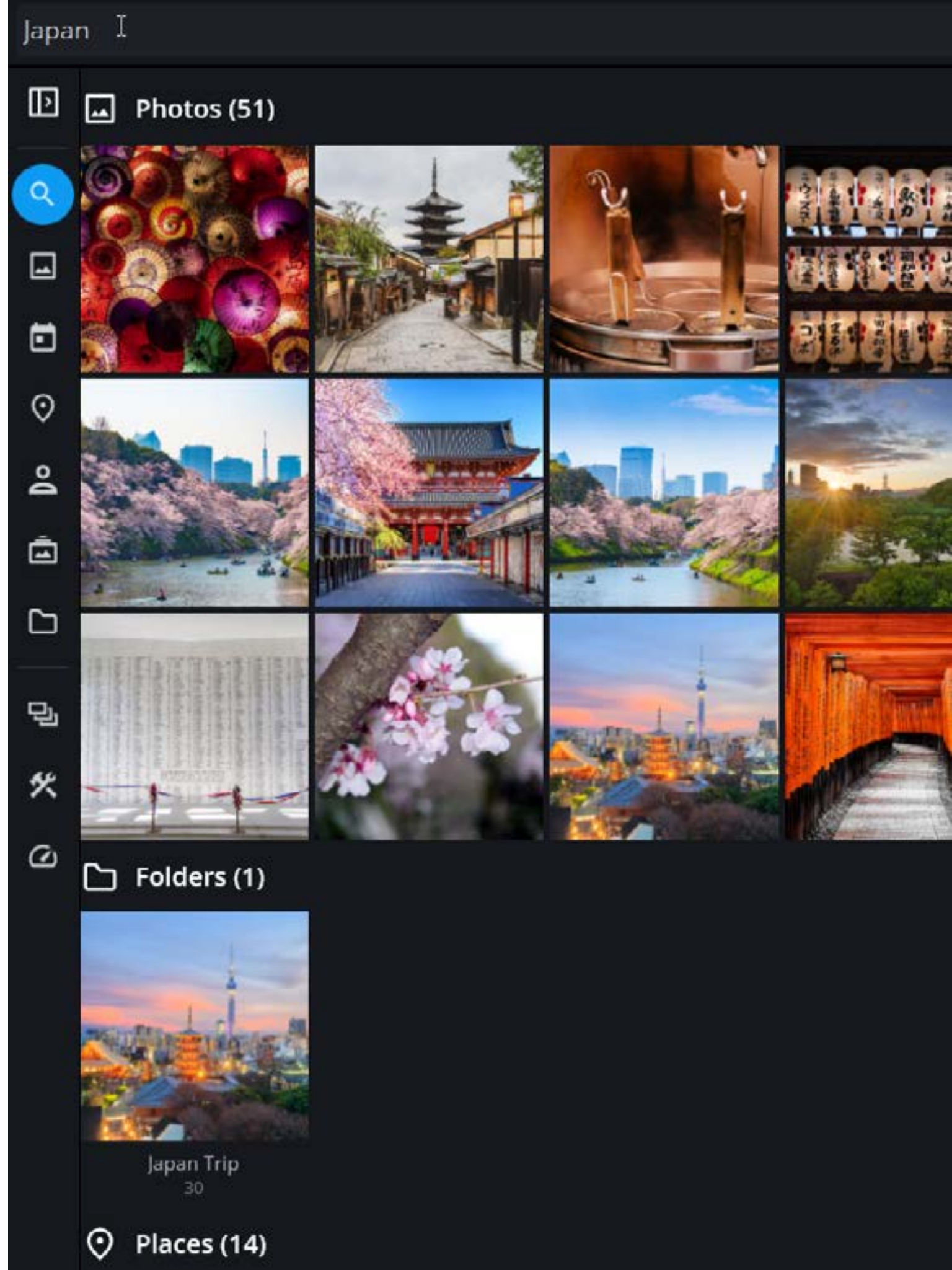


## DYNAMIC SEARCH

**Dynamic Search** delivers faster results than any other search tool. It revolutionizes media search with an AI-driven **Dynamic Index** that's built entirely on your local devices (not the Cloud) to preserve your privacy.

The index is built on essential photo data:

- **SmartTags** identifying thousands of activities, objects, and visual properties.
- Text in images and documents (Optical Character Recognition, or OCR)
- Faces in pictures (Face Detection that suggests matches based on user input)
- Photo and file properties (from the camera's EXIF metadata)
- Embedded and user-added IPTC metadata
- GPS data that's reverse geo-coded into standard, human-readable addresses.







## FAMILY HISTORY METADATA

The Family History metadata section includes essential tags which can be read by most genealogical and family history websites and software, making it simple to add and save important information for future generations.

Viewing the Family History Metadata section:

**STEP 1:** Click or tap the **Ellipsis** icon  in the **Top App Bar** to access the **More** menu.

**STEP 2:** Toggle the switch next to **Family History** to show or hide the Family History metadata section.

**STEP 3:** Click on the **Info** icon  on the right sidebar to reveal the right panel and access the **Info Panel**.

You can now view the Family History section under the **Info** tab.

33024 Avellino AV, Italy



5,137



Info

Map

Edit

Sync

Sync Policy:

### ▼ FAMILY HISTORY

POST MEMORIES TO FAMILYSEARCH

DATE

Date Shown

Timestamp

Apr 19, 1954, 1:55:35 PM

DETAILS

After Church with The Cuozzos

Mom and her brothers after church on Easter!

FILE NAME

Family scans 16.(jpeg, xmp)

PEOPLE

KNOWN PEOPLE



Ignore Untagged Faces



0%



# EDIT AND SHARE YOUR PHOTOS

## VISUALLY ENHANCE AND SHARE YOUR FAVORITE PHOTOS

We edit our photos to make them look their best. Whether capturing images of your kids, recording moments of a spectacular vacation, or restoring old family photos, editing helps make your images look amazing.

Mylio Photos contains essential editing tools that work equally well on your computer and mobile devices. It also allows you to connect with other editing tools you might desire to use such as **Adobe Photoshop**, **Affinity Photo**, **Radiant Photo**, and others.





## EDITING YOUR IMAGES

The **Edit** panel allows you to make basic edits to the selected image, including white balance, exposure, sharpening, and more.


**Nondestructive editing:** You can adjust your photos as needed. If you ever change your mind, you can reset them back to their original state at any time.

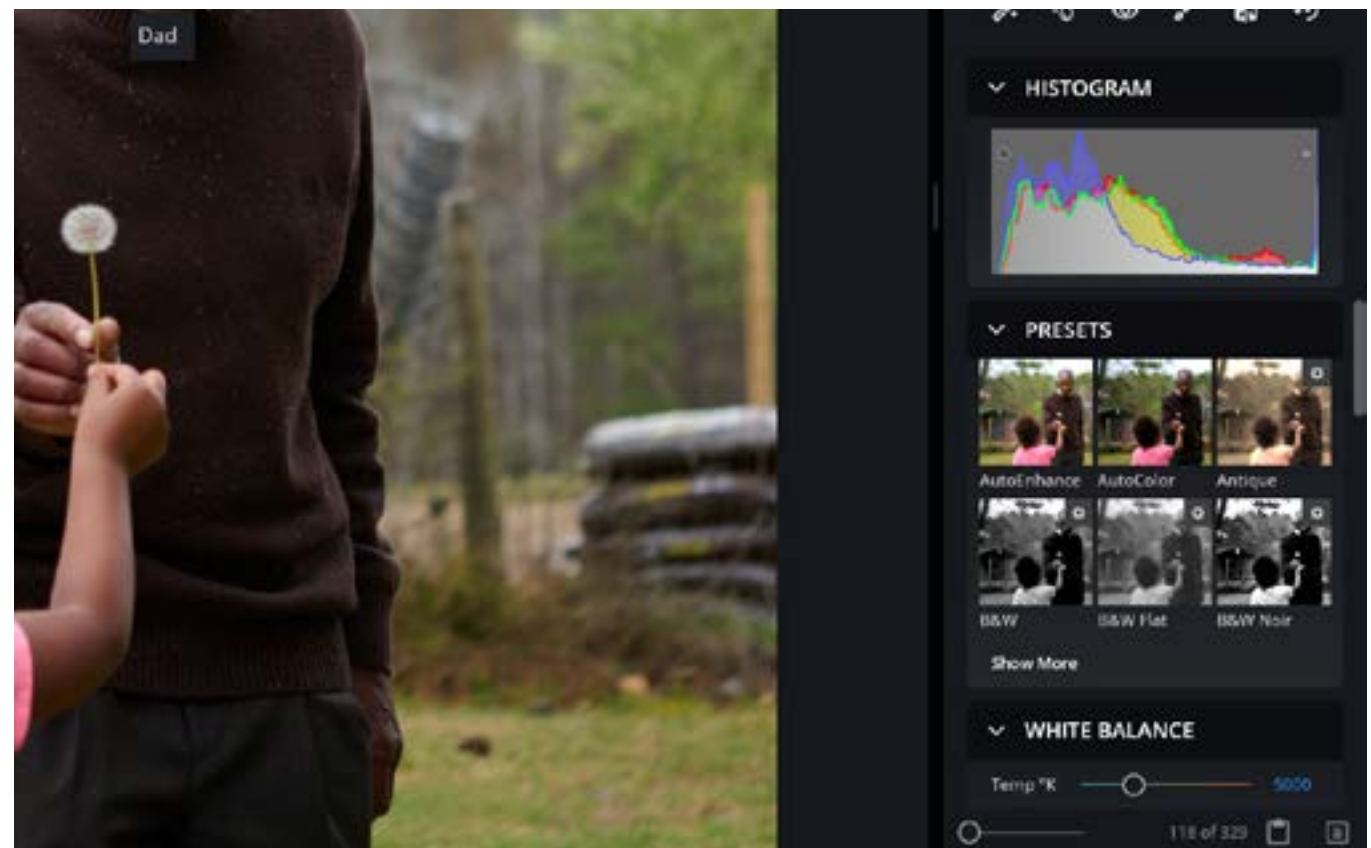
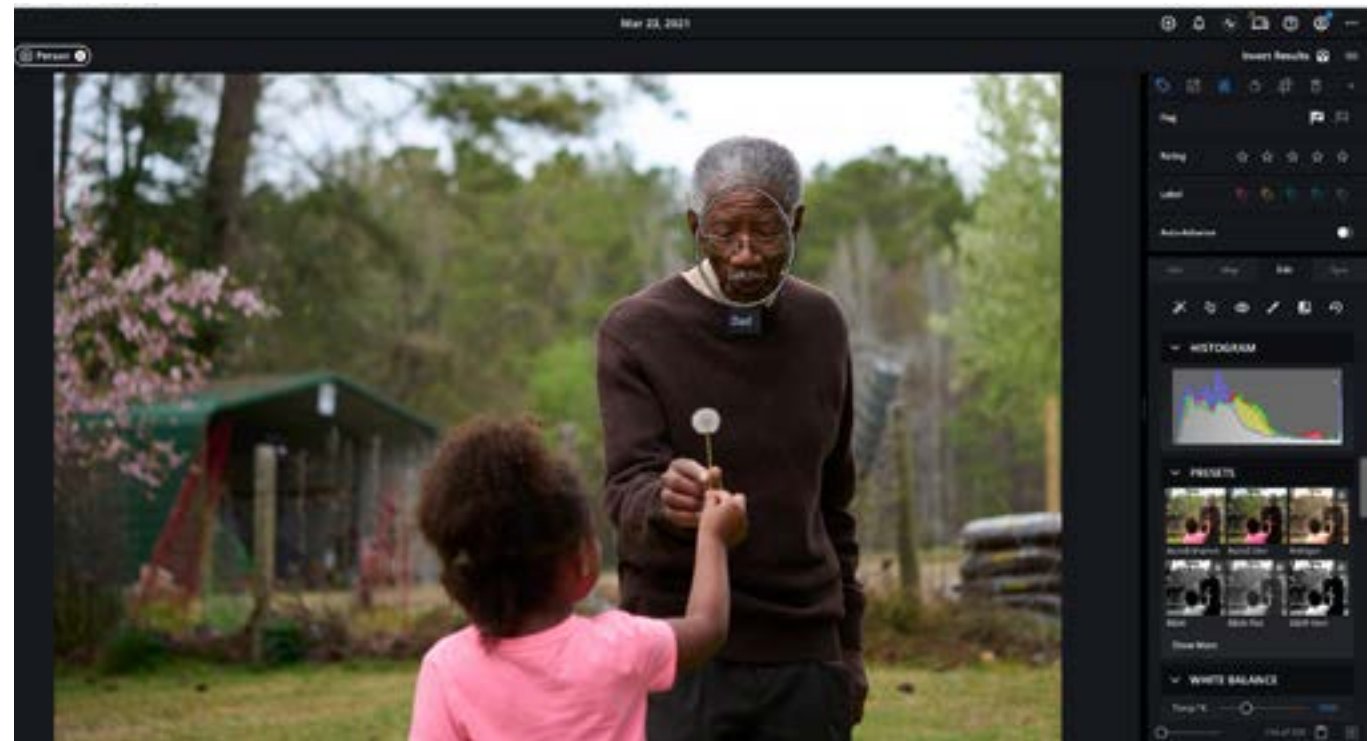
**Crop & Rotate:** Fix composition problems fast.

**Quick Edits: AutoEnhance** (adjusting exposure) and **AutoColor** (fix color balance issues.)

**Presets:** One-click solution to adjust your photos for more creative editing and to solve problems.

**Additional Options:** Adjust White Balance, Tone, Color, and more!

**Tip:** To make a quick fix to your photo, use the **Auto Enhance** or **Auto Color** buttons  at the top of the Edit panel.




### Editing

How to quickly  
enhance your photos

## SHARING YOUR PHOTOS

You can share or export images from your Mylio Photos account in several ways.

**STEP 1:** Select one or more images and click the **Share** button  in the toolbar on the right side of the application.

**STEP 2:** Choose how you want to share your image. For example, if you want to export the image file to your computer, you should select **Export**. However, you can also share the file directly in a text message, an email, Flickr, and more.

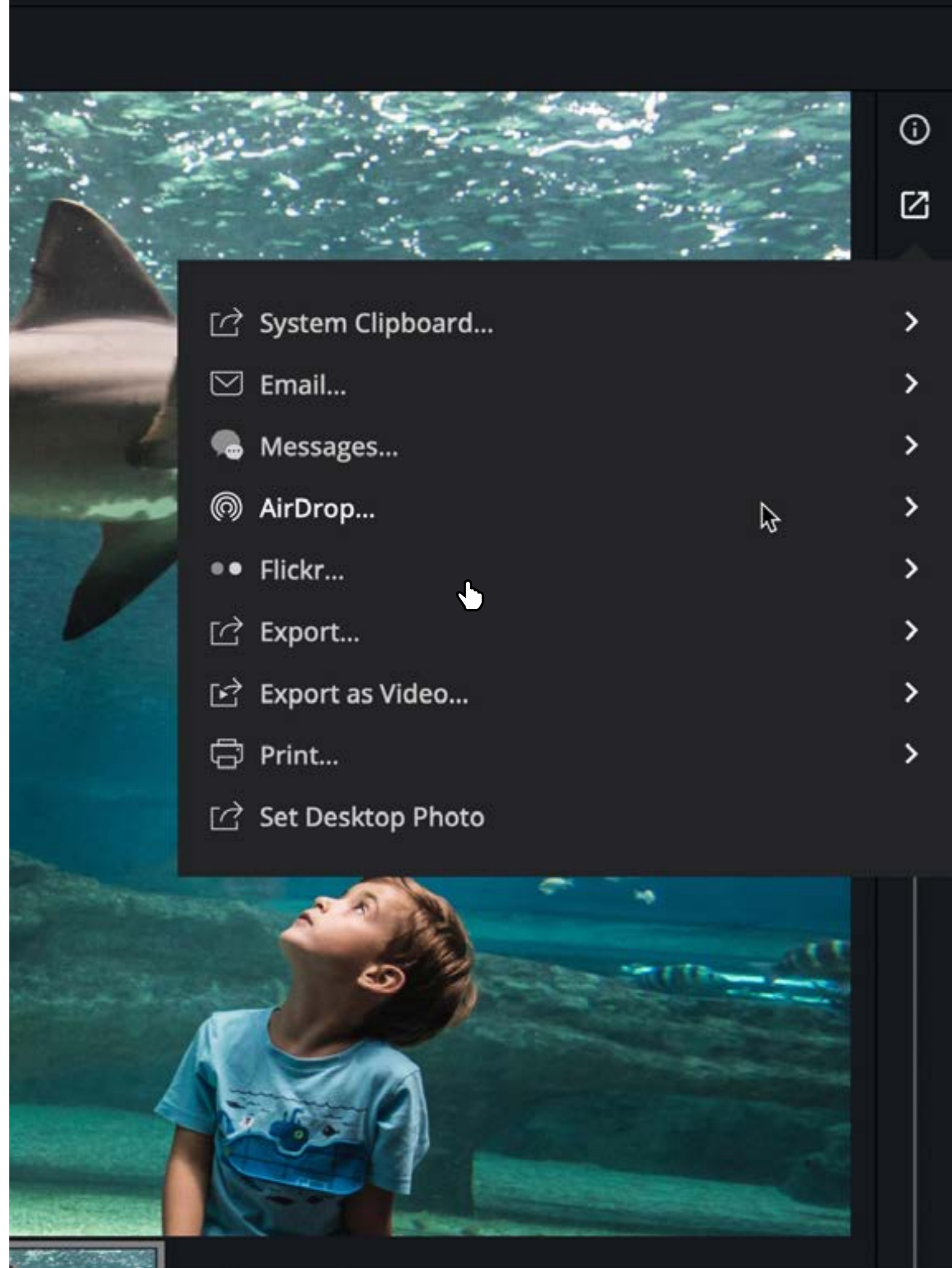
**Note:** Share options will change depending on the type of device you are using (e.g., macOS computer, Windows desktop computer, iPhone).

**STEP 3:** Follow the on-screen prompts to complete the export or share process.



### Share & Export

Getting Started  
Video Series






## SHARED ALBUMS

With **Shared Albums**, you can create semi-private albums and share them with a select group of people. Images are hosted on non-indexed web pages, which ensures your images are not found by search engines.

**STEP 1:** Select any existing album or add photos to a new album. With a group of photos selected you can choose **Add to Album** from the **Action** menu in the lower-right corner.

**STEP 2:** Switch to the  **Album** view and select the desired album to publish.

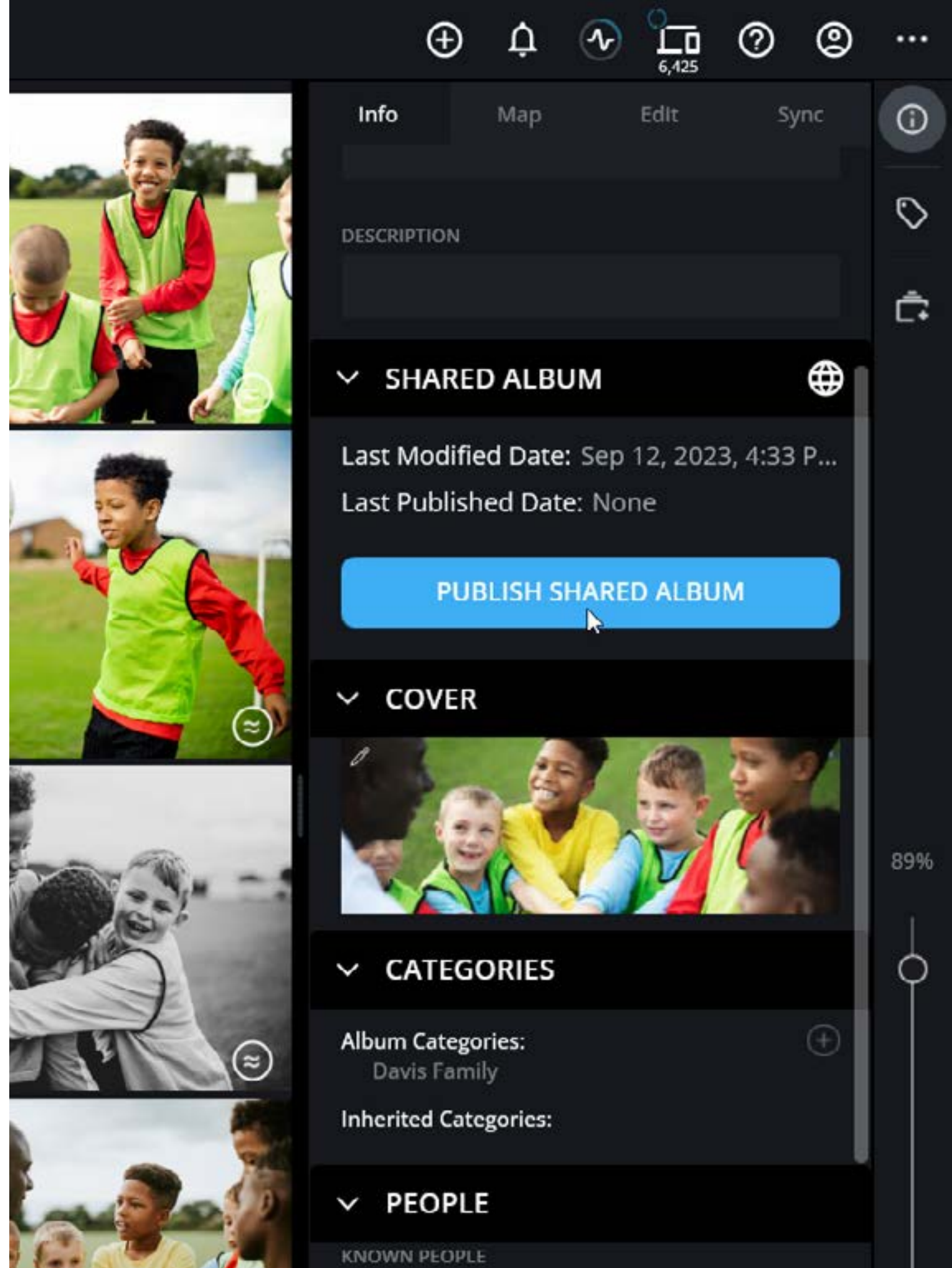
**STEP 3:** Open the  **Info** panel if closed and then switch to the Info tab.

**STEP 4:** Locate and click the **Publish Shared Album** button. Be sure to check the boxed and agree to the terms when publishing.

**STEP 5:** Review the options for page style as well privacy controls for downloads, watermark, and metadata. When ready click **Share**.

**STEP 6:** When the album finishes publishing, you'll find it's link the the **Info** panel as well as options to open a web browser or send an email.

*This feature is available for users with a Mylio Photos+ plan or an active trial.*



# PROTECTING MEMORIES WITH MYLIO PHOTOS+

## CHOOSING YOUR HOME BASE

With **Mylio Photos+**, you can connect all your devices to a personal network. This secure network makes it easy to view and selectively sync files on-demand.

**Mylio Photos+** also adds another significant benefit: protection. You can add one or more large hard drives to your account to have a secure place to store a backup copy of all your images. External drives and other storage services are called **Vault devices** in Mylio Photos. Setting them up provides peace of mind.





You can designate any device as a **Vault**, but the best Vaults are a computer, external hard drive, network attached storage (NAS), or a third-party cloud service with enough storage to hold your entire Mylio Photos library.

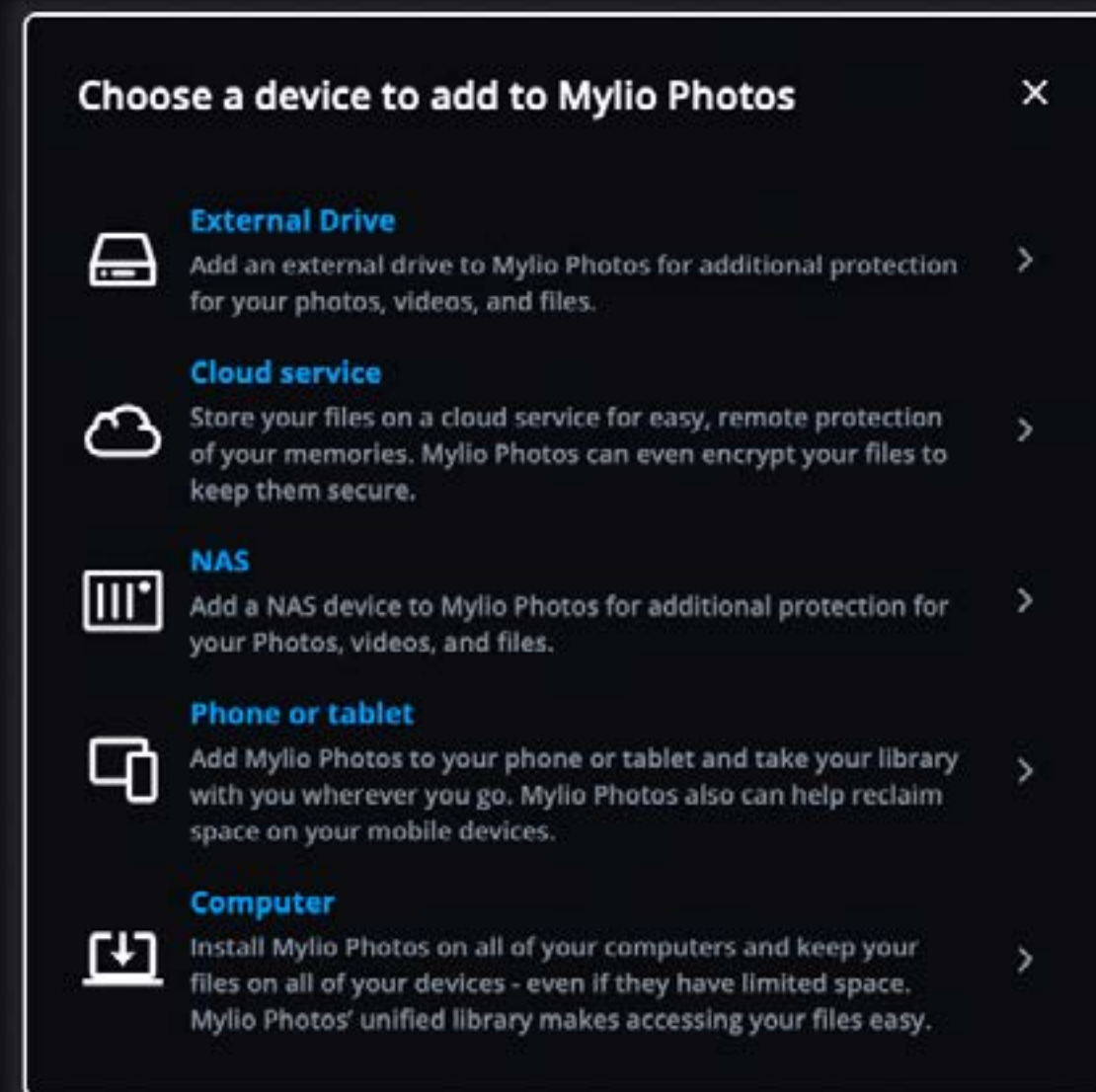
Once you designate a Vault, Mylio Photos+ will automatically send copies of full-quality files to that device. You can add multiple Vaults for redundancy with your storage setup.

**STEP 1:** In Mylio Photos, access the **Dashboard** at the left of the screen. Then, click **Actions** and choose the **Add Device** option.

**STEP 2:** Now, choose which type of device you would like to add (e.g., external drive, cloud service, or NAS).

**STEP 3:** Follow the on-screen prompts to finish adding your drive to your account. Be sure to choose the Vault preset if the device is big enough to protect your whole library.

**STEP 4:** On the left, click **Devices**, and you will see your new drive has been added as a Vault.



## MYLIO DRIVE

**Mylio Drive** is a personal and private storage space to make **Mylio Photos+** easier to use. Mylio Drive enables more reliable/consistent access to all your photos and cross-device image syncing while you're on the go.

- **Mylio Photos+** plans include unlimited storage of optimized images. These images are perfect for everyday use, maintaining full raw editing capabilities and all metadata while using approximately 1/10th the size of a standard raw file.
- All files are stored on an encrypted server and can be accessed only by devices signed into your **Mylio Photos+** account. This makes setting up a new device or accessing new files much easier when you're away.

