BriefCatch 3 Deployment

Log in to the **BriefCatch Portal**, then click the BriefCatch 3 tab.

*If you don't have an account under your organization, please **contact support for assistance**.*

The portal contains information on your organization's enterprise subscription, deployment guides, and user authentication details.
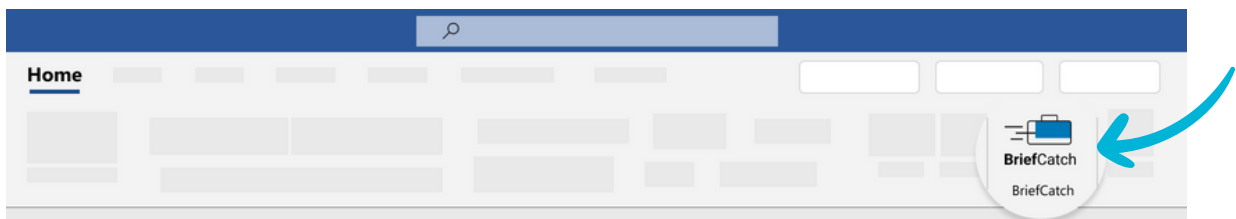
BriefCatch 3 Documentation

BriefCatch 3 is an Office Add-in and can be deployed to your users via the Microsoft 365 admin center, or your users can install the add-in themselves.

- **BriefCatch 3 Deployment Guide**
- **BriefCatch 3 User Authentication**
- **BriefCatch 3 Self-Install Guide**

Using BriefCatch 3

Once BriefCatch 3 has been installed, you will find the BriefCatch 3 app under the Home tab in Word. Click the BriefCatch icon to open BriefCatch 3.

The first time your users open the app, they will need to authenticate. The recommended approach is to use Microsoft Single Sign-On by clicking the "Sign in with Microsoft" button. By authenticating using SSO, the app will automatically link them to your organization's license.

If another authentication method is used, such as email and password, your users will need to register with an email domain under your organization and enter your organization code.

Your organization domain and code are displayed in the **BriefCatch Portal**.