

Workshare® Protect 6

Complete Document Security for Microsoft® Office®

TOP NEW FEATURES

- Safely redact sensitive information
- Discover and clean metadata in password protected documents
- Preview metadata cleaning on attachments before emailing
- Preview PDF conversion before emailing
- Device control and USB port protection

Workshare Protect provides metadata removal, document redaction, secure PDF creation, and complete document security.

Protect and control information

Receive alerts when intellectual property, metadata or sensitive information such as financial data or passwords are within email or Office documents. Policy rules can enforce metadata removal and PDF creation across an organization.

Manage and remove metadata

Ensure total cleanup and removal of all hidden electronic information, such as metadata, notes, and hidden comments in Microsoft Office (Word, Excel and PowerPoint) files. Options include one-click removal, batch cleaning and automated removal that is transparent to the end-user.

Redact sensitive information

Redact (black out) selected content in Microsoft Word (DOC and DOCX) documents so that it is no longer discernible. The text redaction tools black out sensitive information and permanently deletes the content from documents.

Publish tamper proof PDFs

Create PDF documents from any application. Workshare delivers secure PDF/A ISO compliant PDF conversion that includes access limits with password protection, usage restrictions for printing, copying or altering, and support for "tagged" PDF files.

Stop violations in real time

Risk detection runs in the background and provides alerts to potential security risks. Use Workshare Protect to remove confidential content or hidden metadata before the document is shared.

Classify your documents

Easily restrict access to sensitive business documents by setting document classifications. The classification controls the distribution of documents by email and provides alerts to the potentially sensitive nature of the document. Classifications include the ability to prevent documents from being emailed to specific internal or external users.

Active monitoring

Receive active task bar alerts to sensitive hidden data or confidential content within documents. Workshare Protect continuously monitors for policy violations and provides alerts to any change to the level of risk contained within the document.

Run information audits

Establish tight control over critical information and improve accuracy, compliance and security. Every document change made inside and outside of an organization is tracked and available for auditing and reporting.

Create content risk reports

Run comprehensive risk reports for Microsoft Word, Excel and PowerPoint documents. Workshare Protect integrates with Microsoft Office providing content risk levels (high, medium, low) and the ability to remove content from the document.

Integrate with other applications

Includes integration connectors for fingerprinting, endpoint security, policy creation, advanced metadata management, and reporting solutions.

“ Workshare Protect gives our firm the confidence that the documents we share outside our firm are free from any unwanted, or potentially damaging, metadata. By installing Protect across the organization we know our documents are being cleaned of these risks and our lawyers can feel secure in the materials they share. ”

Gary Osborne, Director of IT, Calfee Halter & Griswold

Top Features and Benefits

Metadata removal

Customize 25 metadata cleaning options with different settings for recipients within and outside the organization.

Email protection

Receive an alert before an email is sent whenever an email or its attachment breaches a security policy.

Email previews

Before sending your email, preview PDF conversions or documents with metadata removed.

One click PDF creation

Create a PDF with one click when attaching a file to an email or from within Microsoft Office applications.

Discovery in protected documents

Receive alerts for password-protected documents, zipped documents, and documents with restricted editing rights when metadata is discovered.

Active monitoring

Risk detection, Microsoft Smart Tags, and active task bar alerts notify you about content risks such as sensitive hidden data or confidential content.

Batch metadata cleaning

Select a number of files and run batch metadata cleaning to remove the metadata from all of the files.

Enterprise-wide compliance

Easily configure and distribute security policies across all users.

Classify documents

Easily restrict access to sensitive business documents by setting document classification.

Document redaction

Ensure total cleanup and removal of all hidden electronic information with redaction tools.

Enforce PDF security

Through policy rules your organization can enforce PDF creation with 128-bit encryption, signing and restriction rules.

Detect confidential information

Utilize the Workshare Policy Designer to identify intellectual property or sensitive information such as financial data or passwords within email or Office documents.

Device control and USB port protection

Prevent sensitive data loss when used with the Workshare Device Protector.

Content fingerprinting

Fingerprint intellectual property and restrict sharing when used with the Workshare Management System.

Auto zip attachments

Automatically zip attachments when the file size exceeds a specific limit.

Audit and reporting

Track and report every document change made inside and outside of the organization.



SYSTEM REQUIREMENTS

Operating Environments:

- Microsoft Windows Vista
- Microsoft Windows XP
- Citrix Metaframe XP FR3
- Citrix Presentation Server 4.0, 4.5

Microsoft Office System:

- 2007 Microsoft Office System
- Office 2003, XP

Email Systems:

- Microsoft Outlook 2007, 2003, XP
- Lotus Notes

Recommended:

- Windows XP SP3 / Vista SP1
- Intel Core 2 DUO @ 2.2GHz
- AMD Athlon 64 X2 4400+
- 2.0 GB RAM
- 2GB free disk space

Minimum:

- Windows XP SP2
- Windows Vista SP1
- P4 2.8 GHz+ Pentium processor (XP)
- P4 3.2 GHz+ Pentium processor (Vista)
- 1.0 GB RAM (XP)
- 1.5 GB RAM (Vista)
- 800MB free disk space

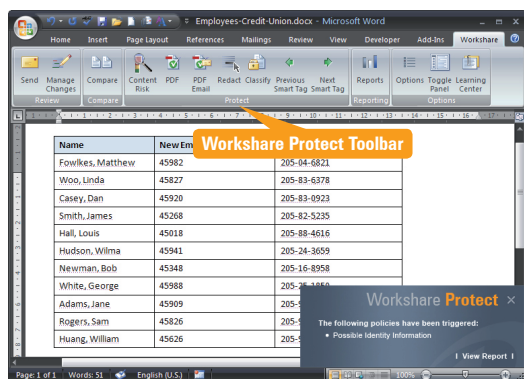


Figure 1: Review document risks and triggered security policies.

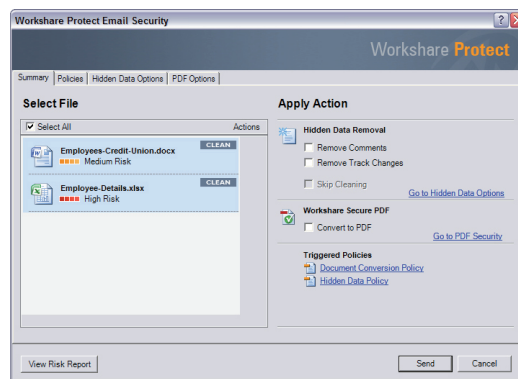


Figure 2: Workshare Protect identifies confidential data.

About Workshare

Workshare, a global leader in technology for the legal industry, enables organizations to control and manage information securely. More than one million professionals rely on Workshare solutions to increase productivity and safeguard their confidential information; ultimately securing their intellectual property, customer relationships and the organization's reputation. Workshare's document comparison and collaboration solutions provide risk management and security to over 14,000 organizations worldwide. For more information, visit www.workshare.com.

- United States
- United Kingdom
- Germany
- Hong Kong
- Australia

To contact Workshare, please visit www.workshare.com/contactus

