

USER MANUAL

Application Launch

1. Launch the DLP Lite tool from the desktop icon created during installation or from the Windows application menu

Scan Setup

Where to scan...

1. Copy and Paste a File Path or browse through the file system by clicking the button to the right of the File Path menu.
2. Set the desired depth of the scan by choosing to “Scan Subfolders” option and/or “Limit subfolder depth to [blank] folders” option.
3. Configure wildcard options by clicking the “More” link beneath the Wildcard menu and follow the instructions presented within the interface.

What to look for...

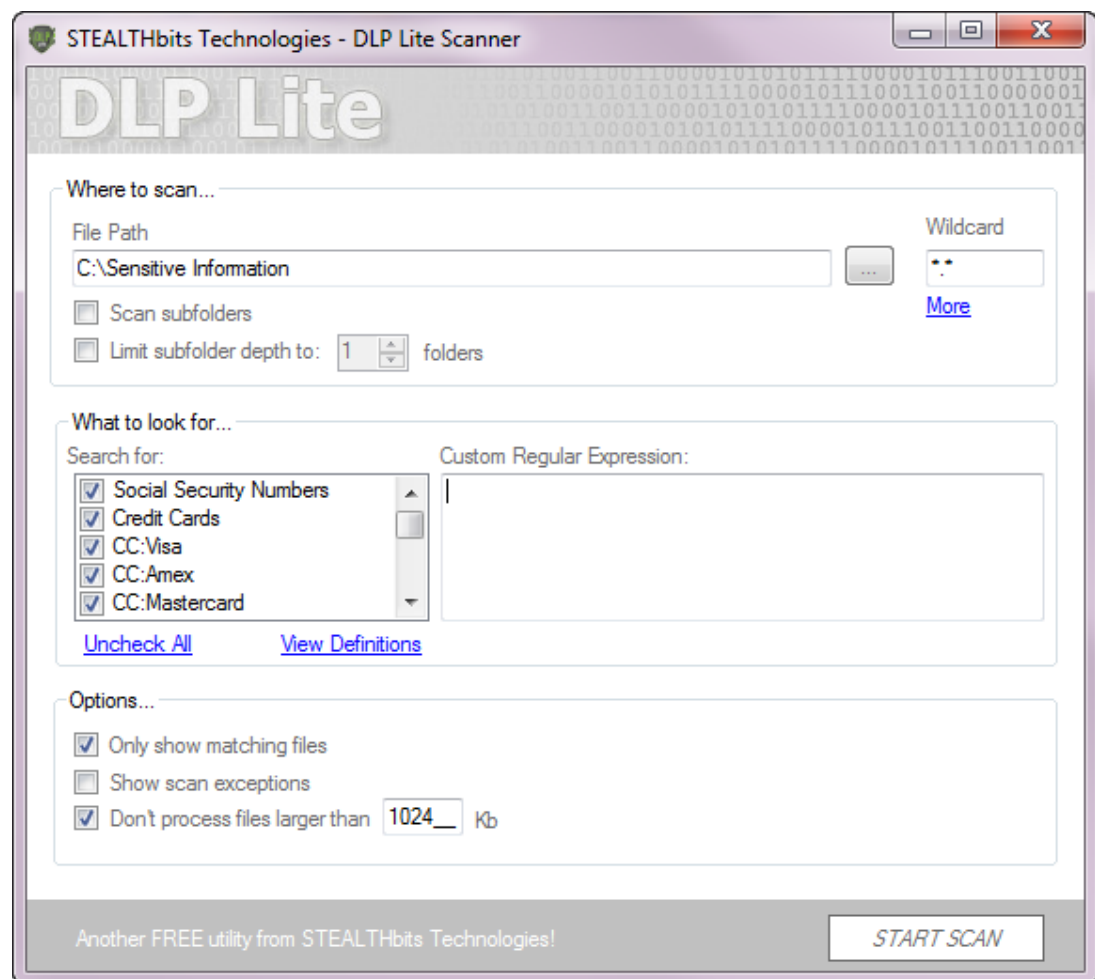
1. In the “Search for:” menu, select any combination of preconfigured search options
 - a. **Note** – Selecting the “View Definitions” link beneath the “Search for:” menu will provide the capability to add additional preconfigured searches or modify existing searches using regular expressions.
2. [OPTIONAL] In the “Custom Regular Expression:” menu, copy and paste the regular expression you’d like to run. Alternatively, if you expect to leverage your custom regular expression more than once, it can be added into the “Search for:” menu by selecting the “View Definitions” link beneath the “Search for:” menu.



Options...

1. Select the “Only show matching files” option to omit any files from the results menu that do not match the criteria specified.
2. Select the “Show scan exceptions” option to include a listing of files that could not be successfully scanned.
3. Select the “Don’t process files larger than [BLANK] Kb” option to omit scanning any files greater than a specified size.

After all desired options have been configured, click “Start Scan” in the lower right corner of the DLP Lite interface.



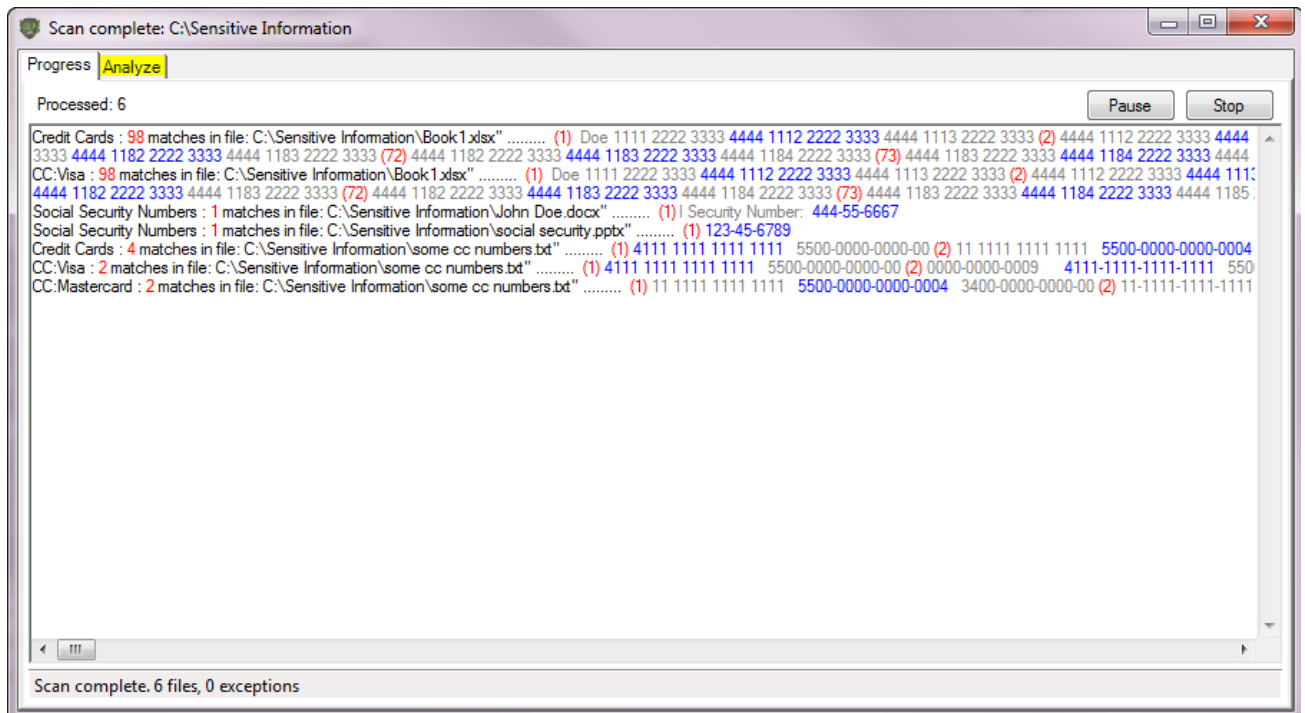


Result Viewing

Progress Tab

The Progress tab displays and streams scan results as files are audited in the specified directory.

To Pause or Stop your scan at any time, click the “Pause” or “Stop” button in the upper right corner of the Scan Progress interface.





Analyze Tab

The Analyze tab provides users a method to filter, pivot, and sort the information collected during scan execution.

Dragging column headers into the gray area above the table will pivot the dataset according to one or more columns.

Hovering over a column header will display a dropdown arrow which when selected will provide custom and preconfigured filtration options.

Clicking on a column header will sort the dataset in ascending or descending order either alphabetically or numerically depending upon the type of data within the column.

Users who prefer to work with the data inside of a Microsoft Excel spreadsheet can directly export the data to Excel by selecting the “Export XLS” link in the upper right corner of the Scan Analysis interface.

Scan complete: C:\Sensitive Information

Progress Analyze

Drag a column header here to group by that column [Export XLS](#)

Folder	File	Type	Prefix	Match	Suffix
C:\Sensitive Information	Book1.xlsx	Credit Cards	Doe 1111 2222 3333	4444 1112 2222 3333	4444 1113 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1112 2222 3333	4444 1113 2222 3333	4444 1114 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1113 2222 3333	4444 1114 2222 3333	4444 1115 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1114 2222 3333	4444 1115 2222 3333	4444 1116 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1115 2222 3333	4444 1116 2222 3333	4444 1117 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1116 2222 3333	4444 1117 2222 3333	4444 1118 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1117 2222 3333	4444 1118 2222 3333	4444 1119 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1118 2222 3333	4444 1119 2222 3333	4444 1120 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1119 2222 3333	4444 1120 2222 3333	4444 1121 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1120 2222 3333	4444 1121 2222 3333	4444 1122 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1121 2222 3333	4444 1122 2222 3333	4444 1123 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1122 2222 3333	4444 1123 2222 3333	4444 1124 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1123 2222 3333	4444 1124 2222 3333	4444 1125 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1124 2222 3333	4444 1125 2222 3333	4444 1126 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1125 2222 3333	4444 1126 2222 3333	4444 1127 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1126 2222 3333	4444 1127 2222 3333	4444 1128 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1127 2222 3333	4444 1128 2222 3333	4444 1129 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1128 2222 3333	4444 1129 2222 3333	4444 1130 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1129 2222 3333	4444 1130 2222 3333	4444 1131 2222 3333
C:\Sensitive Information	Book1.xlsx	Credit Cards	4444 1130 2222 3333	4444 1131 2222 3333	4444 1132 2222 3333

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