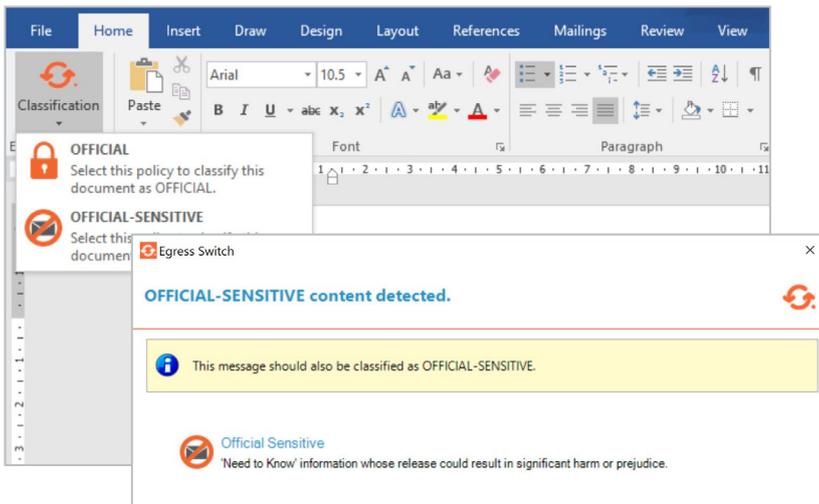# Egress Switch **Email and Document Classifier**

Helping organisations **identify, understand and manage** their data through integrated email and document classification.

An understanding of data being created and shared in an organisation, and the security being applied to it, is crucial for businesses looking to protect information as it is released externally. This is also vital for meeting existing and upcoming compliance requirements. Egress Switch Email and Document Classifier adds visual and system identifiers to documents, ensuring the application of appropriate protection. This classification can be automated via use of integrated, intelligent DLP policies, and encryption can be prompted or forced when the classified data is shared.


Improve organisational data security with document fingerprinting

Switch Email and Document Classifier adds metadata to documents. This document fingerprinting process helps users and organisations to audit content whenever it is shared, including when it is edited or the filename is changed. Additionally, integration with Egress Switch Secure Email and File Transfer provides customisable policy-based encryption linked to document classification. For example, administrators can mandate the application of encryption if a user attempts to email an OFFICIAL-SENSITIVE document, or prevent the sending altogether if they are sharing internal documentation with an external domain.

Benefits

- ✓ Understand and leverage organisational data, discovering how sensitive information is treated and promoting appropriate security processes

- ✓ Meet legislative and industry compliance requirements, including the EU GDPR, by keeping track of all data your organisation holds

- ✓ Aid user education and promote data security awareness by encouraging the correct application of classification and encryption

- ✓ Make secure working more efficient with automated classification based on customisable keyword libraries

- ✓ Prevent data breaches by integrating classification with email encryption to reduce the risk of accidental send or data loss

- ✓ Change user behaviour when creating, sharing and using sensitive content

Customisable classification with integrated, policy-based management and DLP

The headers, footers and watermarks added to documents during classification are fully customisable, while the DLP triggers and keyword libraries can also be tailored to organisational requirements. Further, the dynamic, policy-based management of Switch Email and Document Classifier allows administrators to fine-tune the classification and encryption of data as users throughout the organisation create, store and share this content.
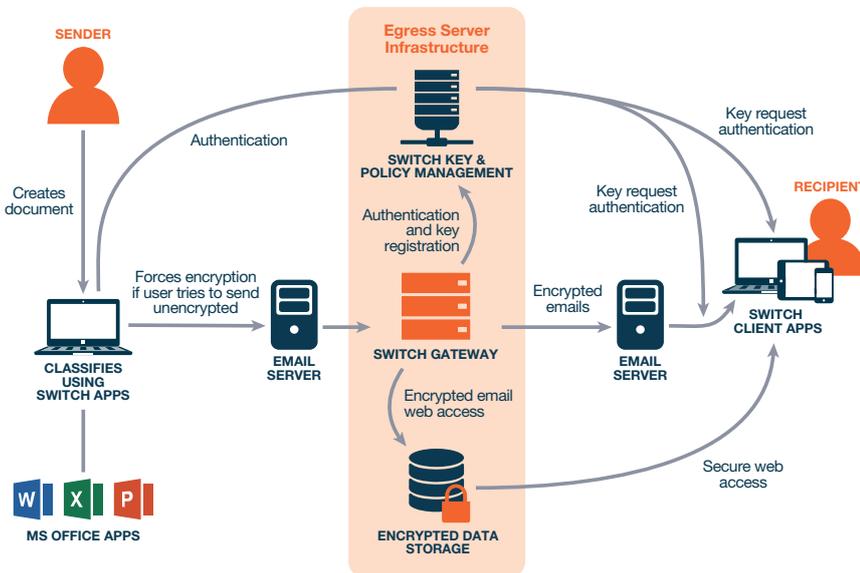
Automation and effective user interaction for sensible data security

Switch Email and Document Classifier seamlessly integrates into Microsoft Office and Outlook to provide easy document classification within existing workflows. Automated prompts to apply classification and encryption also improve user education, aiding in-depth understanding of how to treat data of varying sensitivities. Administrators can easily manage the policies that dictate how users should classify different document types and then set up the prompts for appropriate security. Administrators can also view audit logs to get a detailed overview of user activity and identify how to improve their organisational data security strategy.

Complementary products

- Egress Switch Secure Email and File Transfer
- Egress Switch Secure Vault
- Egress Switch Secure Workspace

Highlighted features

- ✓ Integrated MS Office add-in for Word, Excel and PowerPoint with dynamically configurable classification labels
- ✓ Customisable headers, footers and watermarks for Office documents
- ✓ Classification policies integrate with secure email policies to recommend or enforce encryption
- ✓ Document fingerprinting provides comprehensive tracking, including after edits and filename changes
- ✓ Full auditing and reporting for keeping track of data as it is shared and stored
- ✓ Integrates with existing DLP and content filtering policies
- ✓ Fully configurable end-user experience

Visit our website for more features and information

About Egress Software Technologies Ltd

Egress Software Technologies is the leading provider of information security services designed to secure shared data from start to finish using a single platform: Egress Switch. The Switch platform is made up of highly integrated and flexible service lines. These award-winning services include email and document classification, the only email and file encryption product to be CPA certified by CESG, secure managed file transfer, secure online collaboration and secure archive.

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