

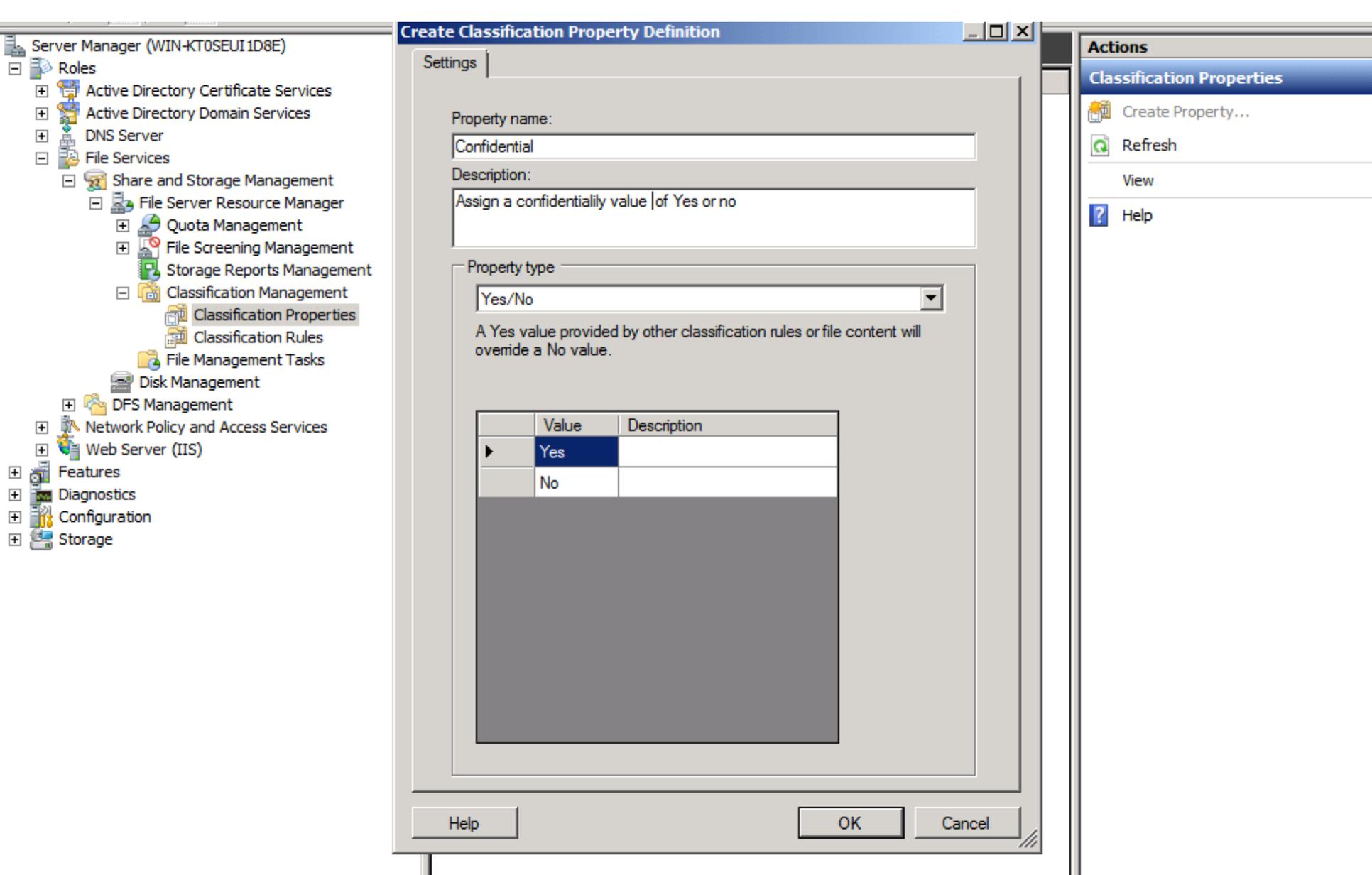
Configuring Classification Management

Implementing File Management
Tasks

The screenshot displays the Server Manager console for a Windows Server. The left pane shows the navigation tree with 'Classification Properties' selected under 'Classification Management'. The main pane shows a table of classification properties, with 'Confidential' selected. The right pane shows the 'Actions' menu, which includes 'Create Property...', 'Refresh', 'View', 'Help', and 'Selected Classification Properties' (containing 'Edit Property Properties...', 'Delete', and 'Help'). A blue arrow points from the 'Create Property...' option in the Actions menu to the 'Classification Properties' item in the navigation tree.

Property Name	Property Type	Possible Values	Property Description
Confidential	Yes/No	Yes, No	Assign a confidentiality ...

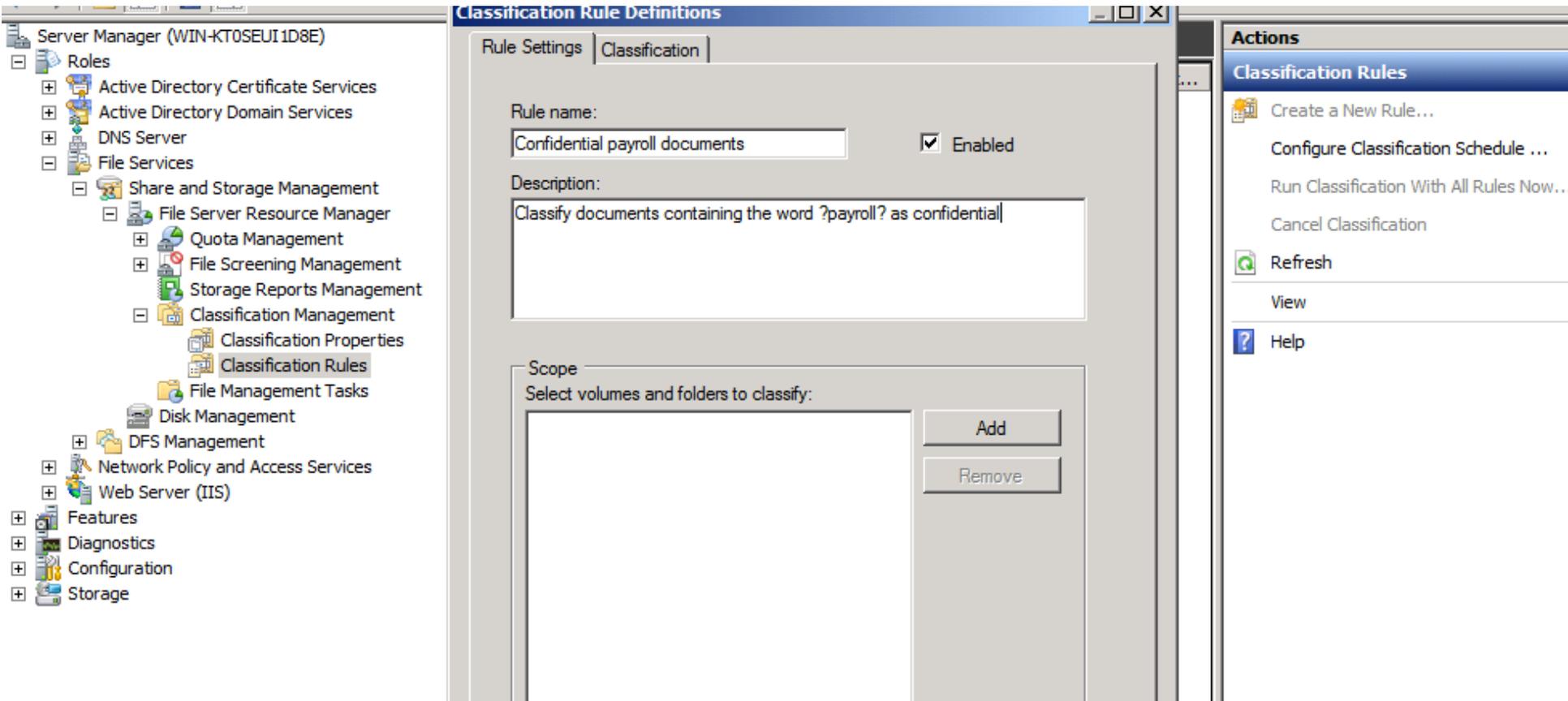
Right click on classification Properties and click Create Property, or click on Create Property under the Actions Menu



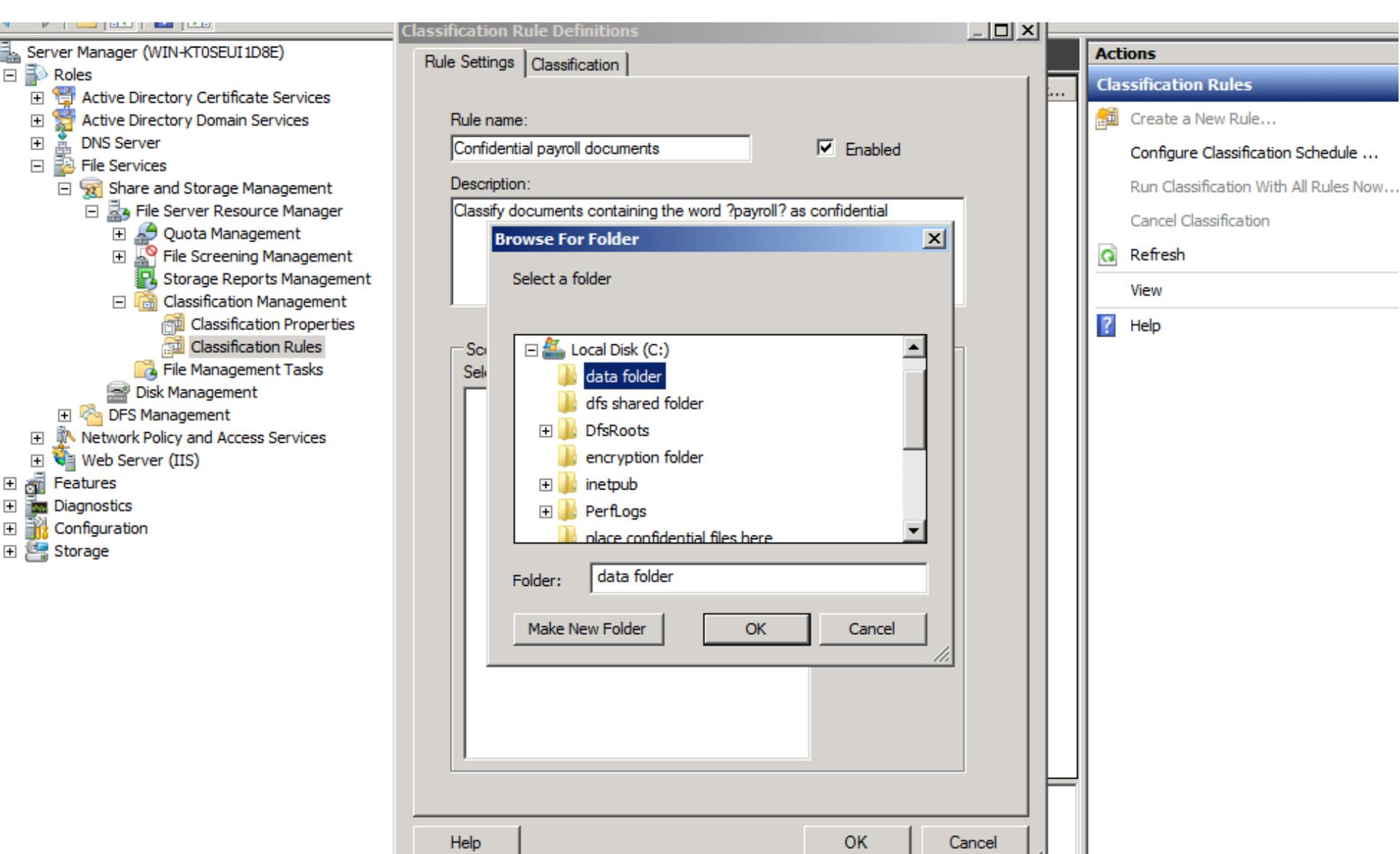
Type a property name and description, choose the value Yes/No, click OK

The screenshot displays the Server Manager interface for a server named WIN-KT0SEUI1D8E. The left-hand navigation pane shows a tree view of server roles and features, with 'Classification Rules' selected under the 'Classification Management' folder. The main pane is titled 'Classification Rules' and contains a table with columns: 'Rule Name', 'Scope', 'Classificati...', 'Propert...', 'Propert...', and 'Descript...'. The table is currently empty. On the right-hand side, the 'Actions' pane is visible, featuring a blue header 'Classification Rules' and a list of actions: 'Create a New Rule...', 'Configure Classification Schedule ...', 'Run Classification With All Rules Now...', 'Cancel Classification', 'Refresh', 'View', and 'Help'. A blue arrow points from the 'Classification Rules' folder in the left pane to the 'Create a New Rule...' action in the right pane.

Select Classification Rules and click on Create a new rule



Type the rule name and description and click on add to select the folder where the files reside.



Navigate to the data folder which contains the files and click ok

Server Manager (WIN-KT0SEUI1D8E)

- Roles
 - Active Directory Certificate Services
 - Active Directory Domain Services
 - DNS Server
 - File Services
 - Share and Storage Management
 - File Server Resource Manager
 - Quota Management
 - File Screening Management
 - Storage Reports Management
 - Classification Management
 - Classification Properties
 - Classification Rules
 - File Management Tasks
 - Disk Management
 - DFS Management
 - Network Policy and Access Services
 - Web Server (IIS)
- Features
- Diagnostics
- Configuration
- Storage

Classification Rule Definitions

Rule Settings | Classification

Classification mechanism

Choose a method to assign the property value:

Content Classifier

Searches for strings and regular expressions in files using Windows text extraction mechanisms

Property name

Choose a property value to be assigned:

Confidential (Assign a confidentiality value of Yes or no)

Property value

Property value to be assigned:

Yes

Note: The assigned value might be combined with or overridden by more important values provided by other classification rules.

Advanced...

Help OK Cancel

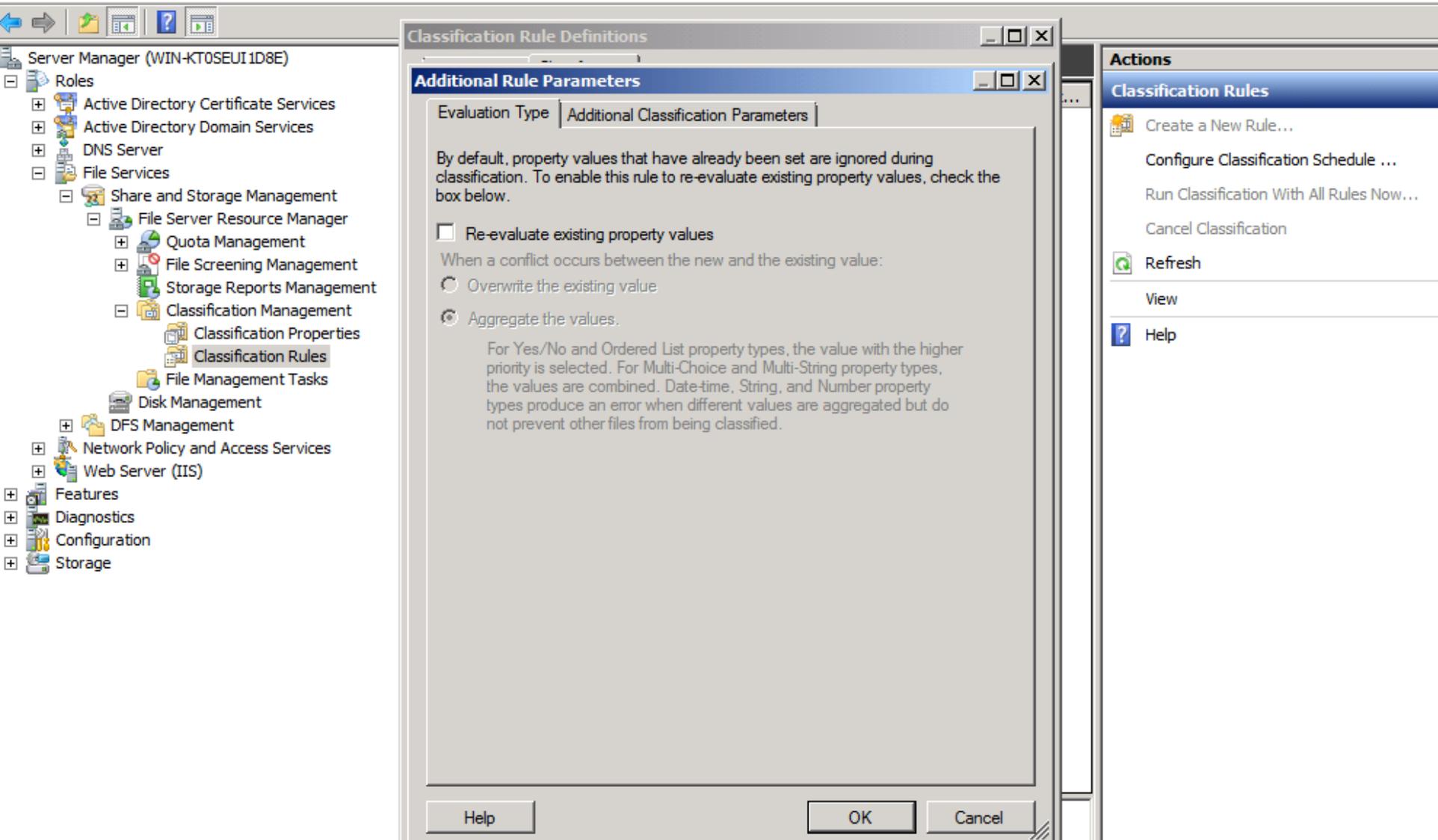
Next run time: Never

Actions

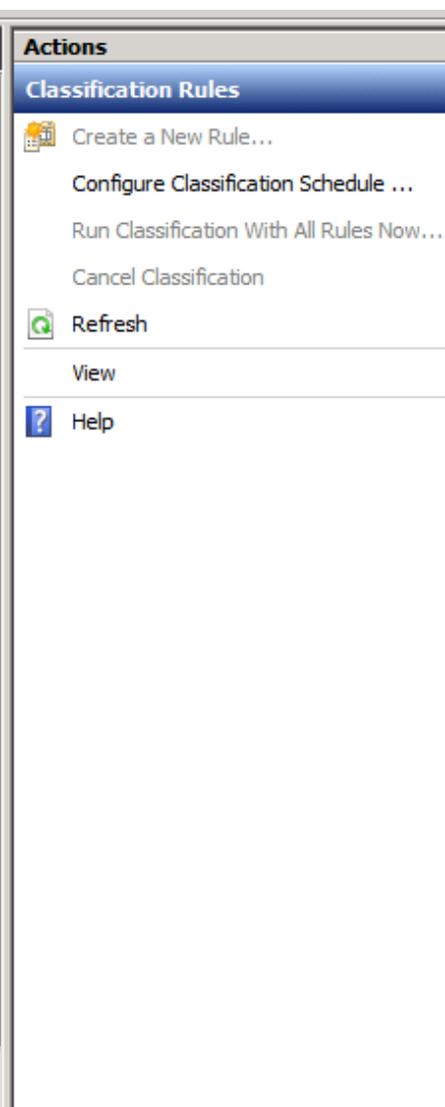
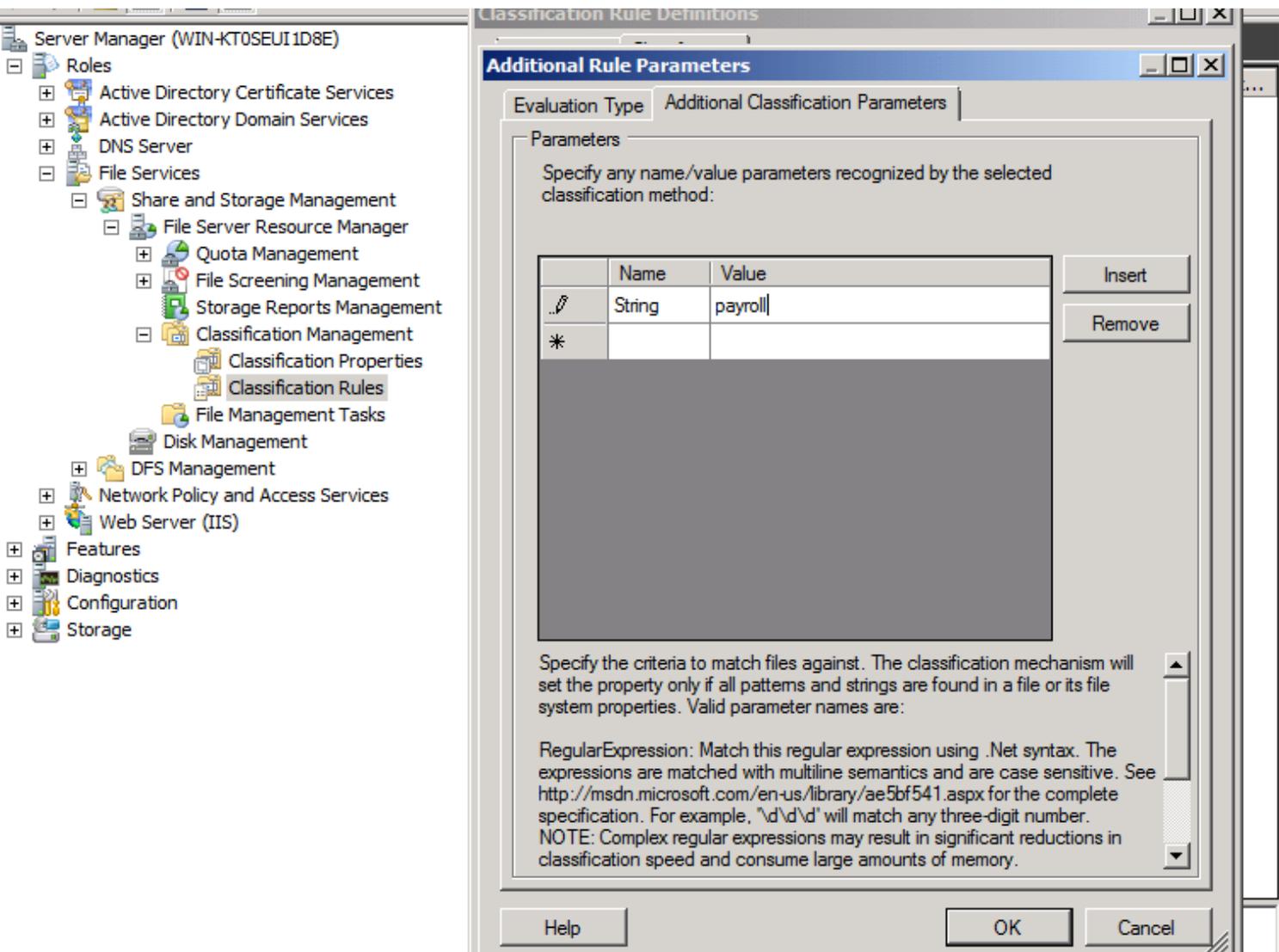
Classification Rules

- Create a New Rule...
- Configure Classification Schedule ...
- Run Classification With All Rules Now...
- Cancel Classification
- Refresh
- View
- Help

Choose a method to assign the property value and click on Advanced



Select Additional Classification Parameters



Type the word **String** under the Name column and **payroll** under the Value column, then click on OK twice.

Server Manager (WIN-KT0SEUI1D8E)

Roles

- Active Directory Certificate Services
- Active Directory Domain Services
- DNS Server
- File Services
 - Share and Storage Management
 - File Server Resource Manager
 - Quota Management
 - File Screening Management
 - Storage Reports Management
 - Classification Management
 - Classification Properties
 - Classification Rules**
 - File Management Tasks
 - Disk Management
 - DFS Management
- Network Policy and Access Services
- Web Server (IIS)

Features

- Diagnostics
- Configuration
- Storage

Classification Rules

Rule Name	Scope	Classificati...	Propert...	Propert...	Descript...
Property Name: Confidential (1 item)					
Confidenti...	C:\data folder	Content Cl...	Confide...	Yes	Classify ...

Actions

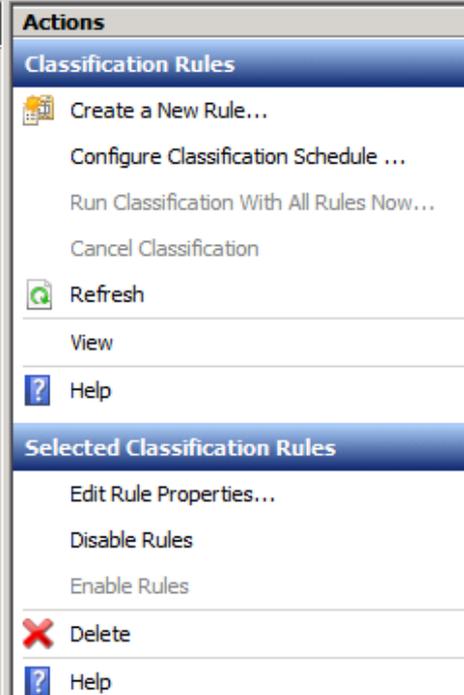
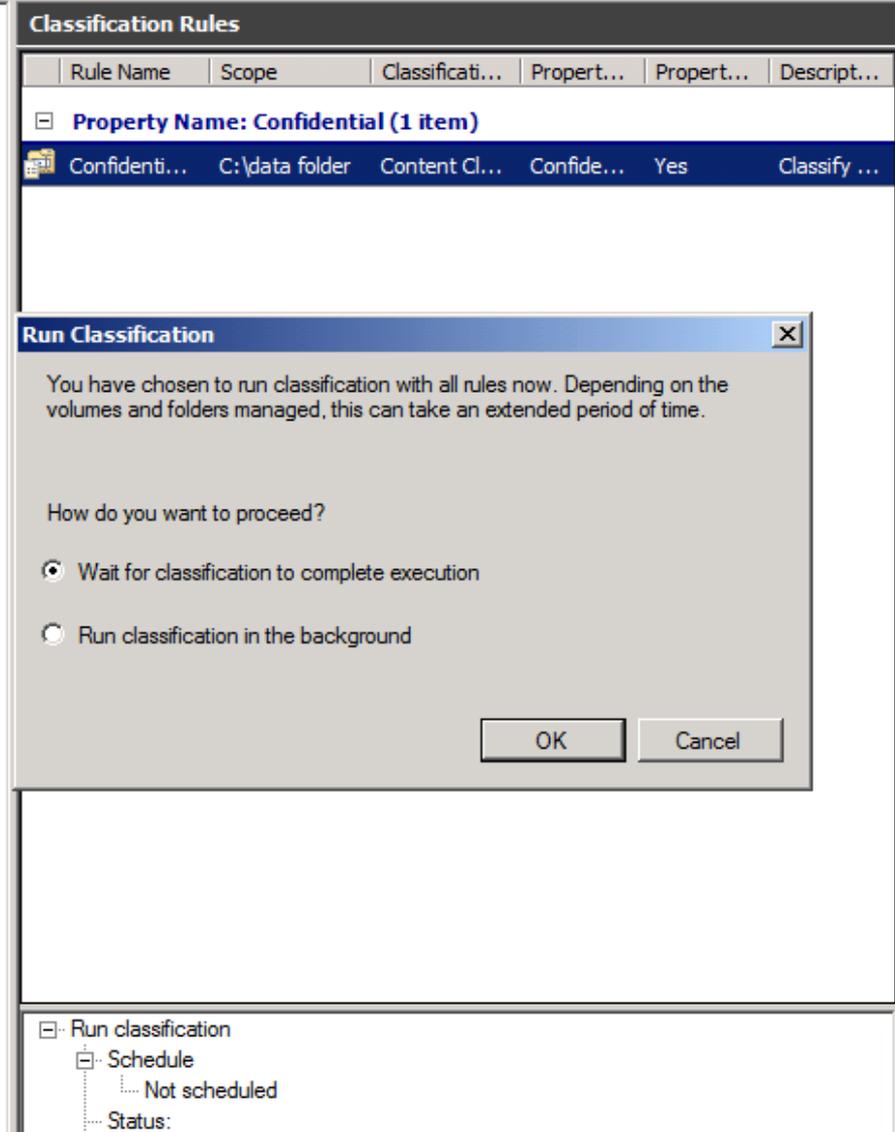
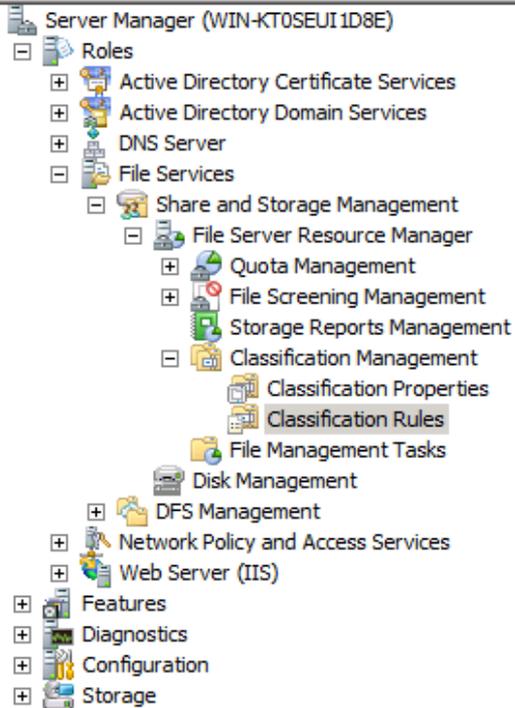
Classification Rules

- Create a New Rule...
- Configure Classification Schedule ...
- Run Classification With All Rules Now..**
- Cancel Classification
- Refresh
- View
- Help

Selected Classification Rules

- Edit Rule Properties...
- Disable Rules
- Enable Rules
- Delete
- Help

Select your classification rule and click on Run Classification with All Rules Now..



Select Wait for classification to complete execution and click on OK

Server Manager (WIN-KT0SEUI1D8E)

- Roles
 - Active Directory Certificate Services
 - Active Directory Domain Services
 - DNS Server
 - File Services
 - Share and Storage Management
 - File Server Resource Manager
 - Quota Management
 - File Screening Management
 - Storage Reports Management
 - Classification Management
 - Classification Properties
 - Classification Rules**
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 - Network Policy and Access Services
 - Web Server (IIS)
- Features
- Diagnostics
- Configuration
- Storage

Classification Rules

Rule Name	Scope	Classificati...	Propert...	Propert...	Descript...
Property Name: Confidential (1 item)					
Confidenti...	C:\data folder	Content Cl...	Confide...	Yes	Classify ...

Running Classification

Running classification...

Cancel

Actions

Classification Rules

- Create a New Rule...
- Configure Classification Schedule ...
- Run Classification With All Rules Now...
- Cancel Classification
- Refresh
- View
- Help

Selected Classification Rules

- Edit Rule Properties...
- Disable Rules
- Enable Rules
- Delete
- Help

Classification is executing

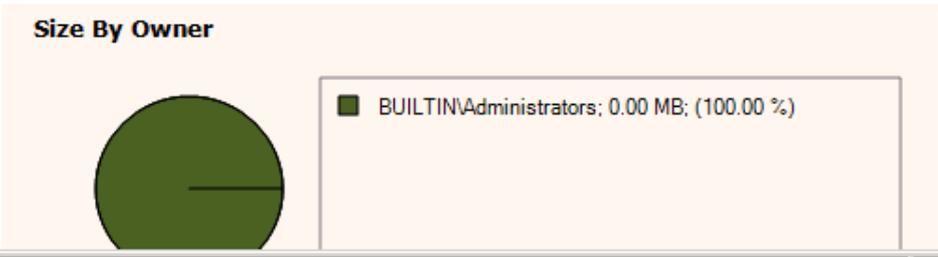
	<h2>Automatic Classification Report</h2> <p>Generated at: 8/17/2013 9:10:51 AM</p>
Report Description:	Lists files that were acted on by the classification policy. Use this report to understand how files were classified by the classification policy rules.
Machine:	WIN-KT0SEUI1D8E
Report Folders:	'C:\data folder'

[Automatic Classification Report Table of Contents](#)

- [Report Totals](#)
- [Size by Owner](#)
- [Size by File Group](#)
- [Size by Property](#)
- [Property: Confidential Statistics](#)

Report Totals					
Files shown in the report			All files matching report criteria		
Properties	Files	Total size on Disk	Properties	Files	Total size on Disk
1	2	0.00 MB	1	2	0.00 MB

[To top of the current report](#)



Size by File Group		
File Group	Total size on Disk	Files
Text Files	0.00 MB	2

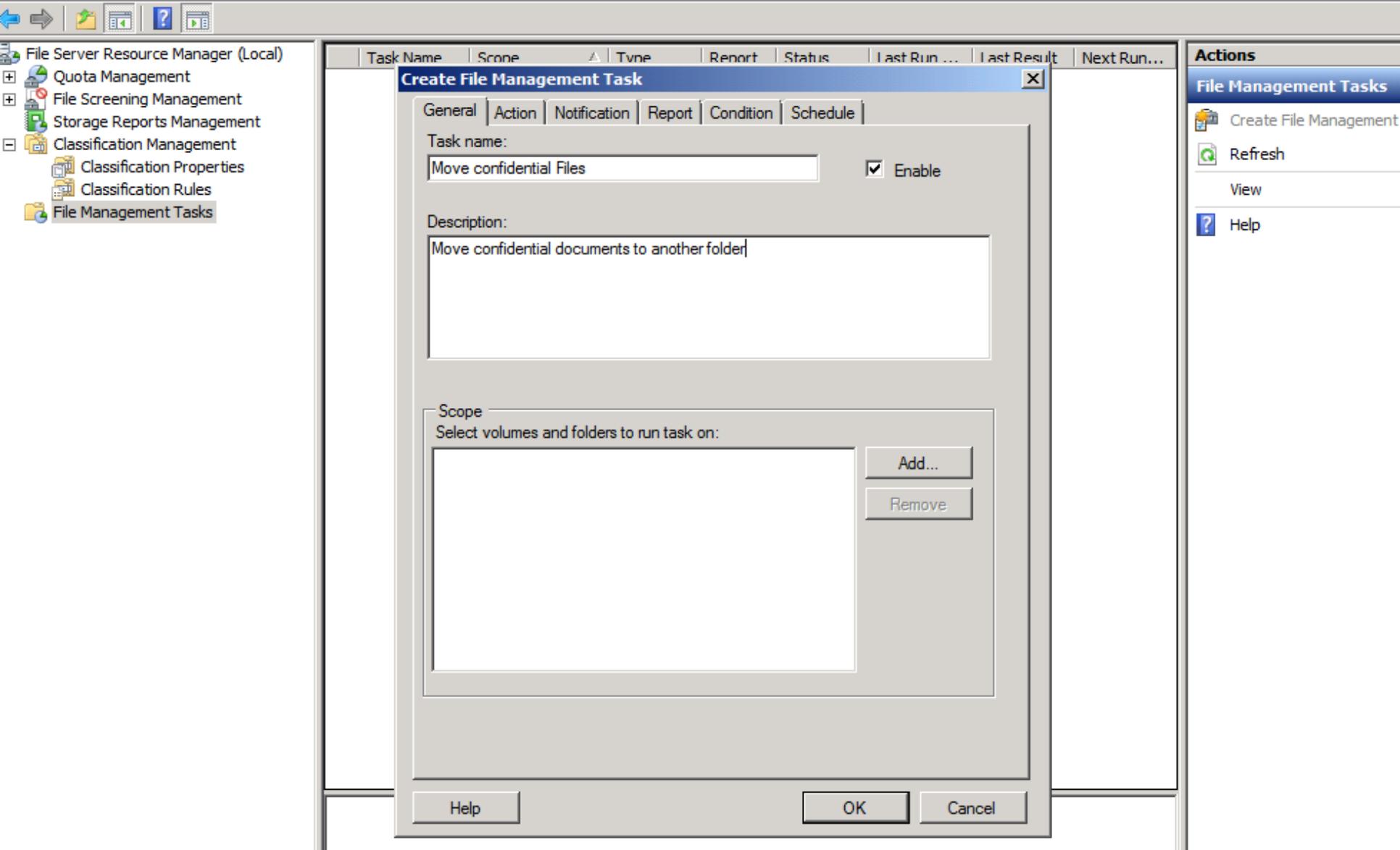
[To top of the current report](#)

Size by Property		
Property	Total size on Disk	Files
Confidential	0.00 MB	2

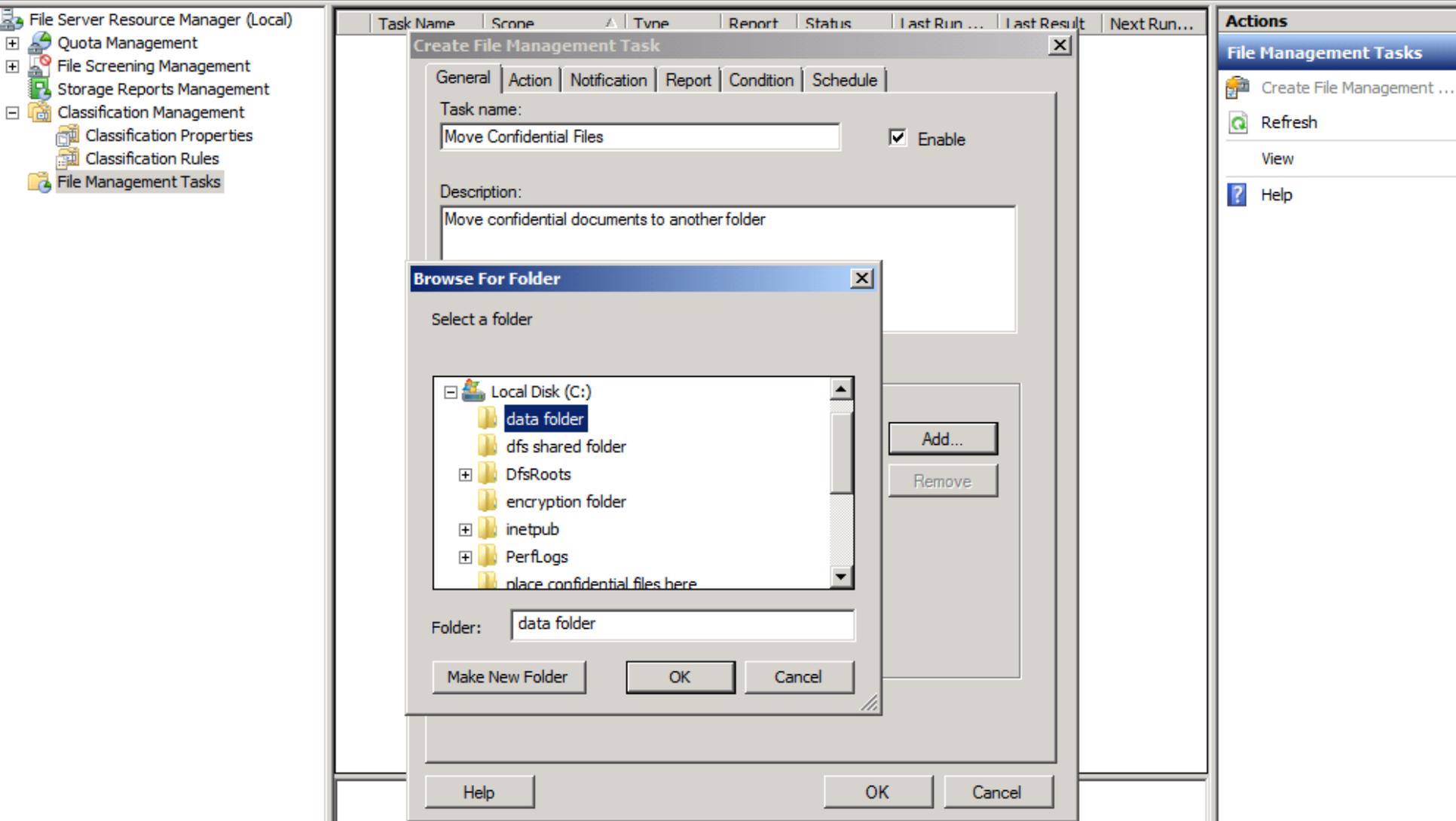
[To top of the current report](#)

Statistics for files by 'Confidential'					
File name	Folder				
	Value	Rule	Last accessed	Last modified	Owner
file1.txt	c:\data folder				
	Yes	Confidential payroll documents	8/17/2013 8:27:59 AM	8/17/2013 8:28:27 AM	BUILTIN\Administrators
file2.txt	c:\data folder				
	Yes	Confidential payroll documents	8/17/2013 8:28:37 AM	8/17/2013 8:28:59 AM	BUILTIN\Administrators

[To top of the current report](#)



Select File Management Tasks, click on File Management tasks in the Actions Menu. Type the Task name and description.



Click on Add and navigate to the folder that contain the files then click on OK.

- File Server Resource Manager (Local)
- Quota Management
- File Screening Management
- Storage Reports Management
- Classification Management
 - Classification Properties
 - Classification Rules
- File Management Tasks

Task Name	Scope	Type	Report	Status	Last Run ...	Last Result	Next Run...
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Create File Management Task

General | Action | Notification | Report | Condition | Schedule

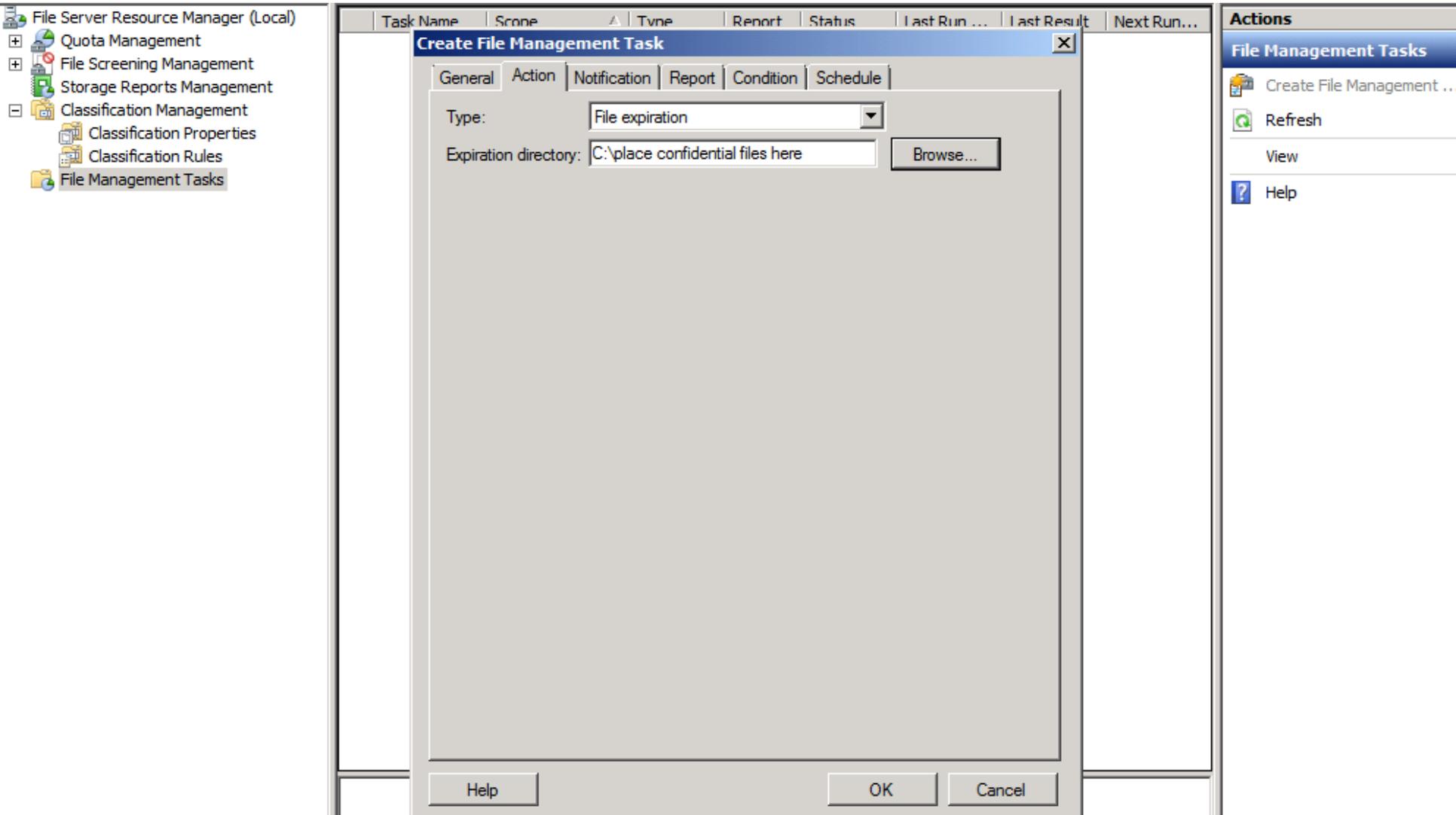
Task name: Enable

Description:

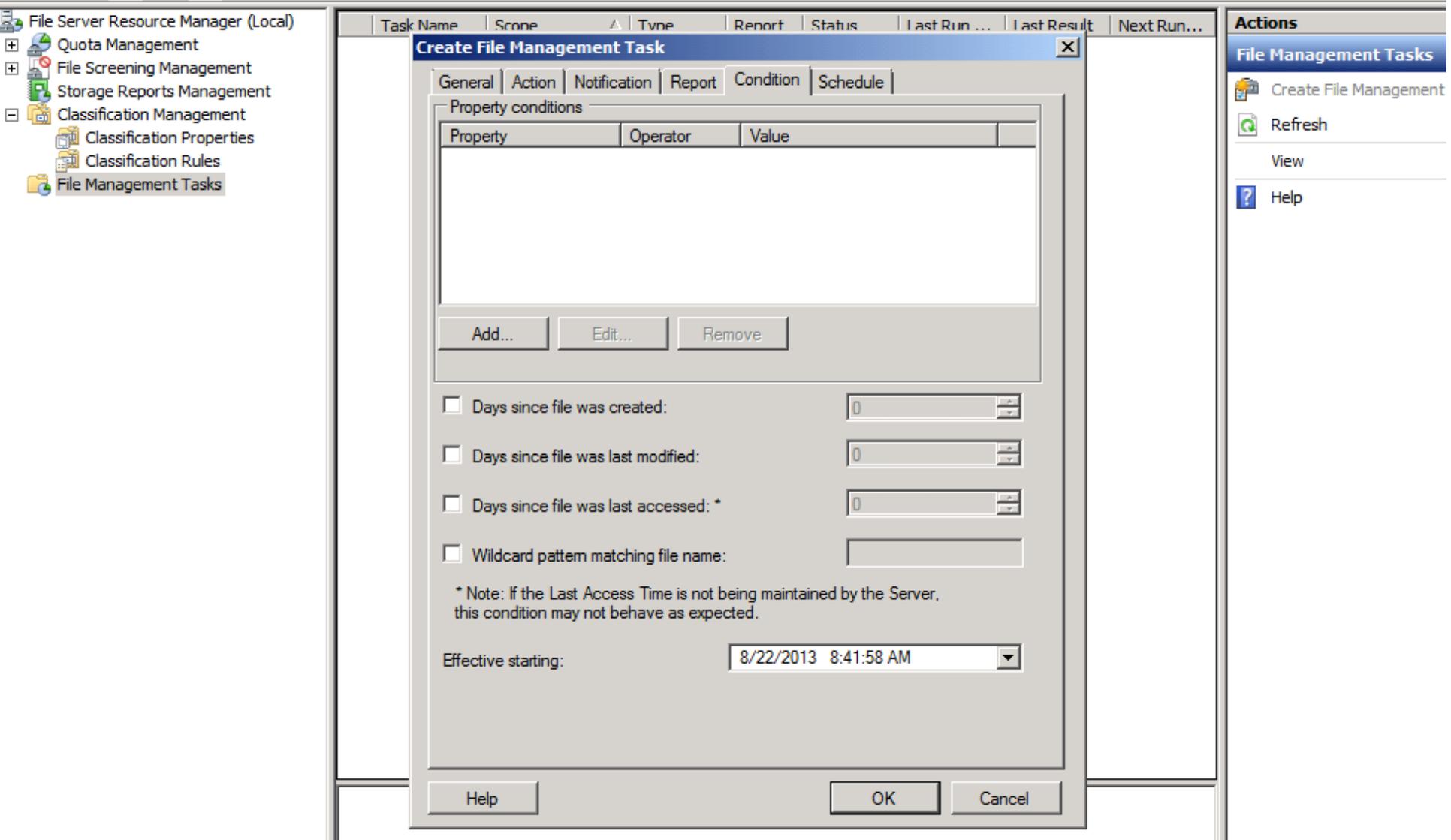
Scope
Select volumes and folders to run task on:

Folder containing files

- ### Actions
- File Management Tasks
 - Create File Management
 - Refresh
 - View
 - Help



Next Select Action click on Browse and navigate to the folder into which you want the Confidential files moved



Next select condition and click Add

- File Server Resource Manager (Local)
- Quota Management
- File Screening Management
- Storage Reports Management
- Classification Management
 - Classification Properties
 - Classification Rules
- File Management Tasks

Task Name Scope ▲ Tvne Report Status Last Run ... Last Result Next Run...

Create File Management Task

General Action Notification Report Condition Schedule

Property conditions

Property	Operator	Value

Property Condition

Property: Confidential (Assign a confidentiality value of Yes or no)

Operator: Equal

Value: Yes

OK Cancel

Help OK Cancel

- ### Actions
- File Management Tasks
 - Create File Management
 - Refresh
 - View
 - Help

Make sure the operator is at **Equal** and the Value at **Yes**. Click on OK

- File Server Resource Manager (Local)
- Quota Management
- File Screening Management
- Storage Reports Management
- Classification Management
 - Classification Properties
 - Classification Rules
- File Management Tasks

Task Name | Scope | Type | Report | Status | Last Run ... | Last Result | Next Run...

Create File Management Task

General | Action | Notification | Report | Condition | Schedule

Task is scheduled for the following times:

Create...

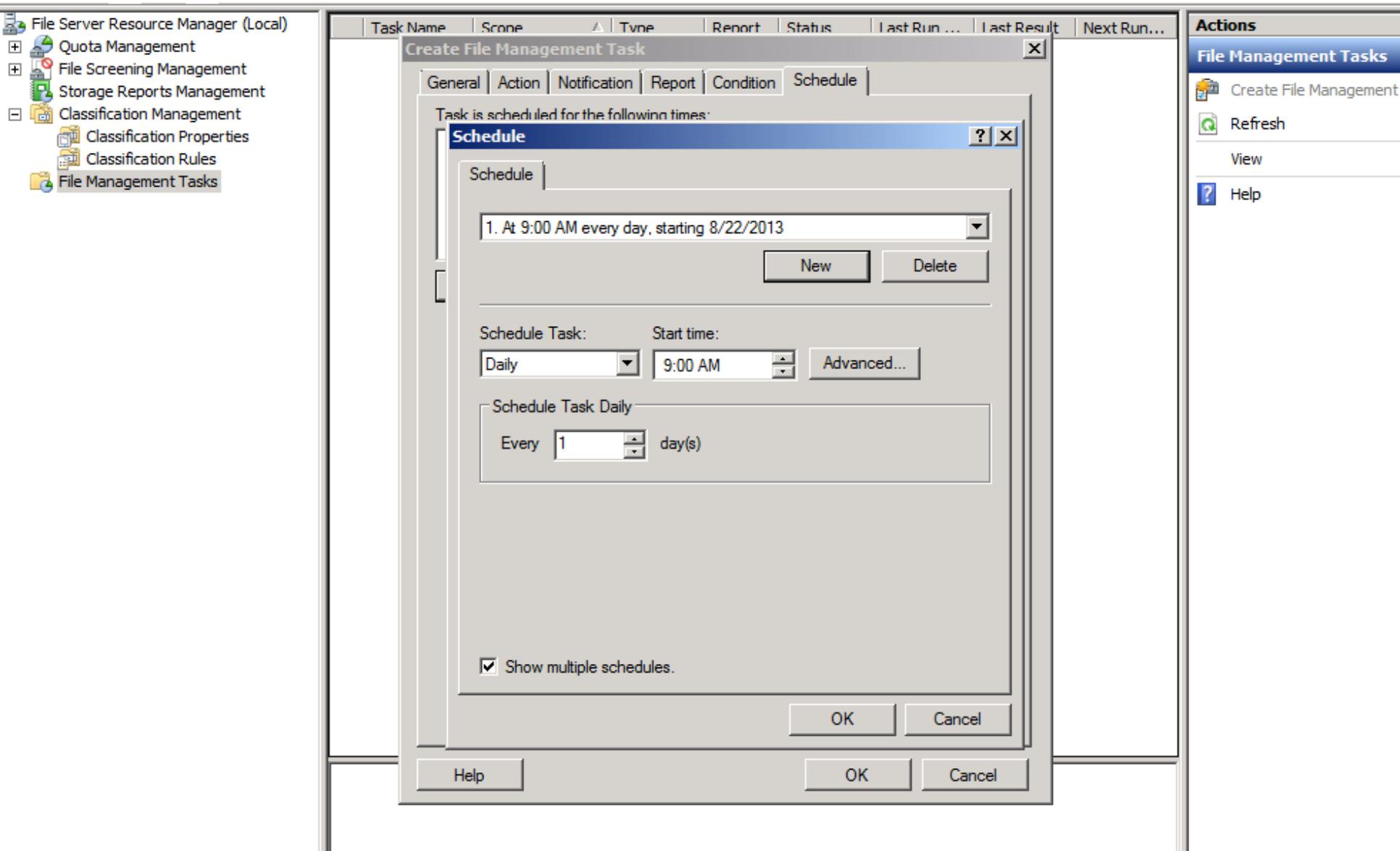
Help | OK | Cancel

Actions

File Management Tasks

- Create File Management ...
- Refresh
- View
- Help

Select schedules then click Create.



Click on New, Accept the default settings and click on OK twice.

- File Server Resource Manager (Local)
- Quota Management
- File Screening Management
- Storage Reports Management
- Classification Management
 - Classification Properties
 - Classification Rules
- File Management Tasks

Task Name	Scope	Type	Report	Status	Last Run ...	Last Result	Next Run...
Scope: C:\data folder (1 item)							
Move Confi...	C:\data folder	Expiration	Yes	Never			8/23/201...

File Management Task Details: Move Confidential Files

- Actions**
- File Management Tasks**
- Create File Management Task
 - Refresh
 - View
 - Help
- Selected File Management Tasks**
- Edit File Management Task
 - Enable File Management Task
 - Disable File Management Task
 - Run File Management Task
 - Cancel File Management Task
 - Delete
 - Help

Select the task and click on Run File management task now

- File Server Resource Manager (Local)
- Quota Management
- File Screening Management
- Storage Reports Management
- Classification Management
- Classification Properties
- Classification Rules
- File Management Tasks

Task Name	Scope	Type	Report	Status	Last Run ...	Last Result	Next Run...
Scope: C:\data folder (1 item)							
Move Confi...	C:\data folder	Expiration	Yes	Never	8/23/201...		

Run File Management Task

You have chosen to run a file management task now. Depending on the volumes and folders managed, this can take an extended period of time.

How do you want to proceed?

Wait for task to complete execution

Run the task in the background

OK Cancel

Actions

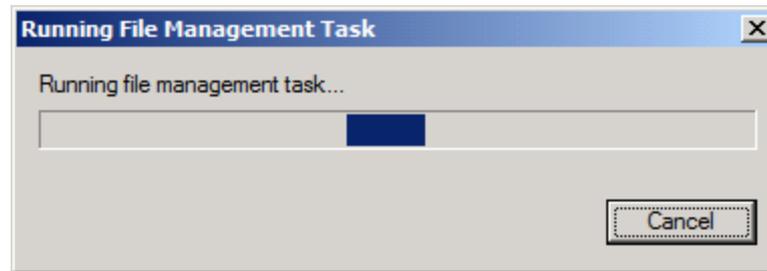
File Management Tasks

- Create File Management ...
- Refresh
- View
- Help

Selected File Management..

- Edit File Management Tas...
- Enable File Management ...
- Disable File Management ...
- Run File Management Ta...
- Cancel File Management ...
- Delete
- Help

Select Wait for task to complete execution



Task running

	File Management Task Report Generated at: 8/22/2013 9:09:45 AM
Report Description:	Report for the following File Management Task: Move Confidential Files
Action Type:	expiration - Expiration directory C:\place confidential files here\WIN-KT0SEUI1D8E.server2008.com\Move Confidential Files_2013-08-22_09-09-45
Machine:	WIN-KT0SEUI1D8E
Report Folders:	'C:\data folder'

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- [Size by Owner](#)
- [Size by File Group](#)
- [Owner: BUILTIN\Administrators Statistics](#)
- [Report Error for Files](#)

Report Totals					
Files shown in the report			All files matching report criteria		
	Files	Total size on Disk		Files	Total size on Disk
1	2	0.00 MB	1	2	0.00 MB