

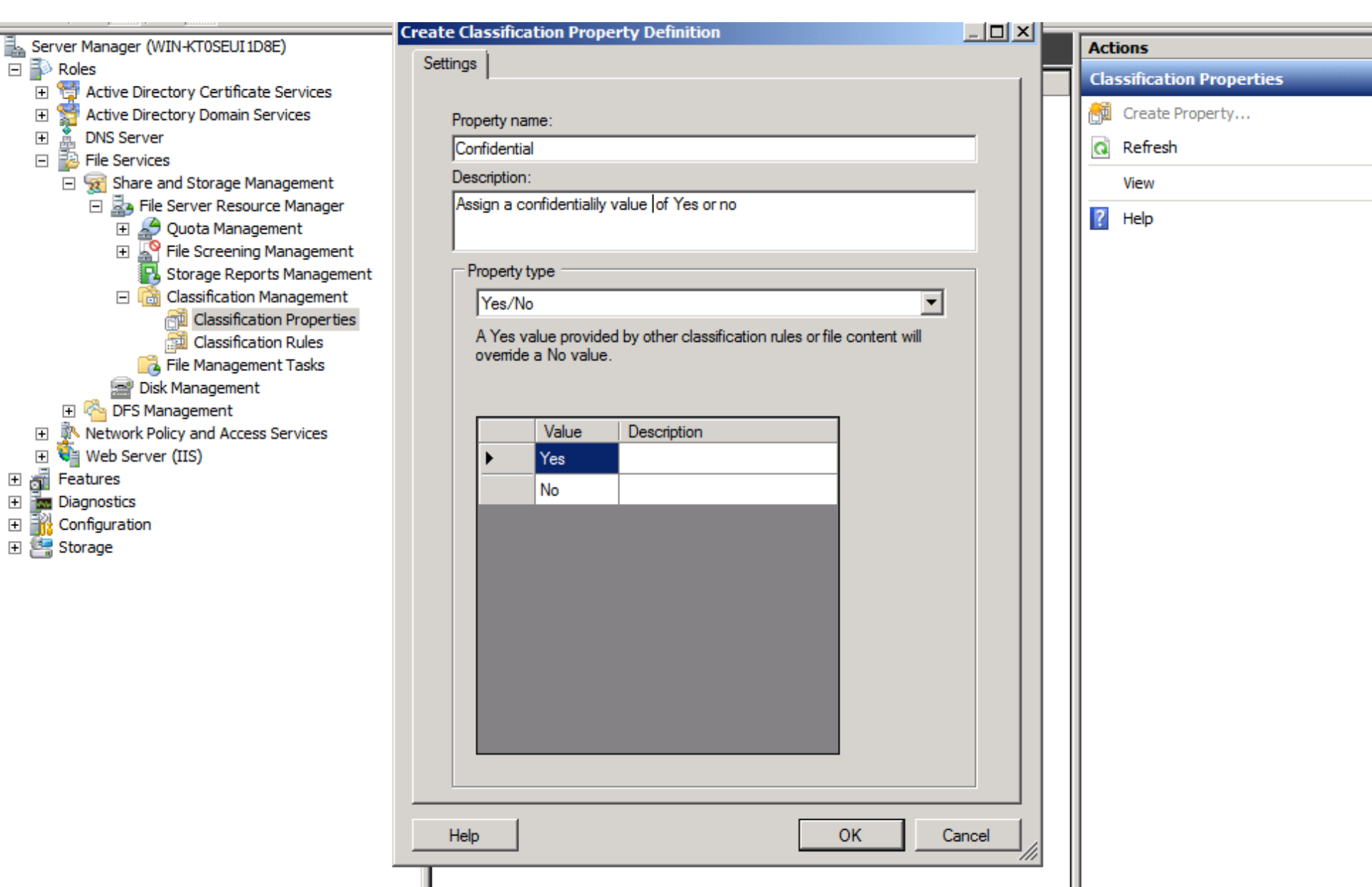
Configuring Classification Management

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', 'Selected Classification Properties', '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. Under the 'File Services' role, the 'Classification Management' folder is expanded, and 'Classification Rules' is selected. The main pane shows a table with columns: Rule Name, Scope, Classificati..., Propert..., Propert..., and Descript... The right-hand pane, titled 'Actions', lists several options: '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' item in the left pane to the 'Create a New Rule...' action in the right pane.

Rule Name	Scope	Classificati...	Propert...	Propert...	Descript...
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Actions

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

Select Classification Rules and click on Create a new rule

Create Classification Rule

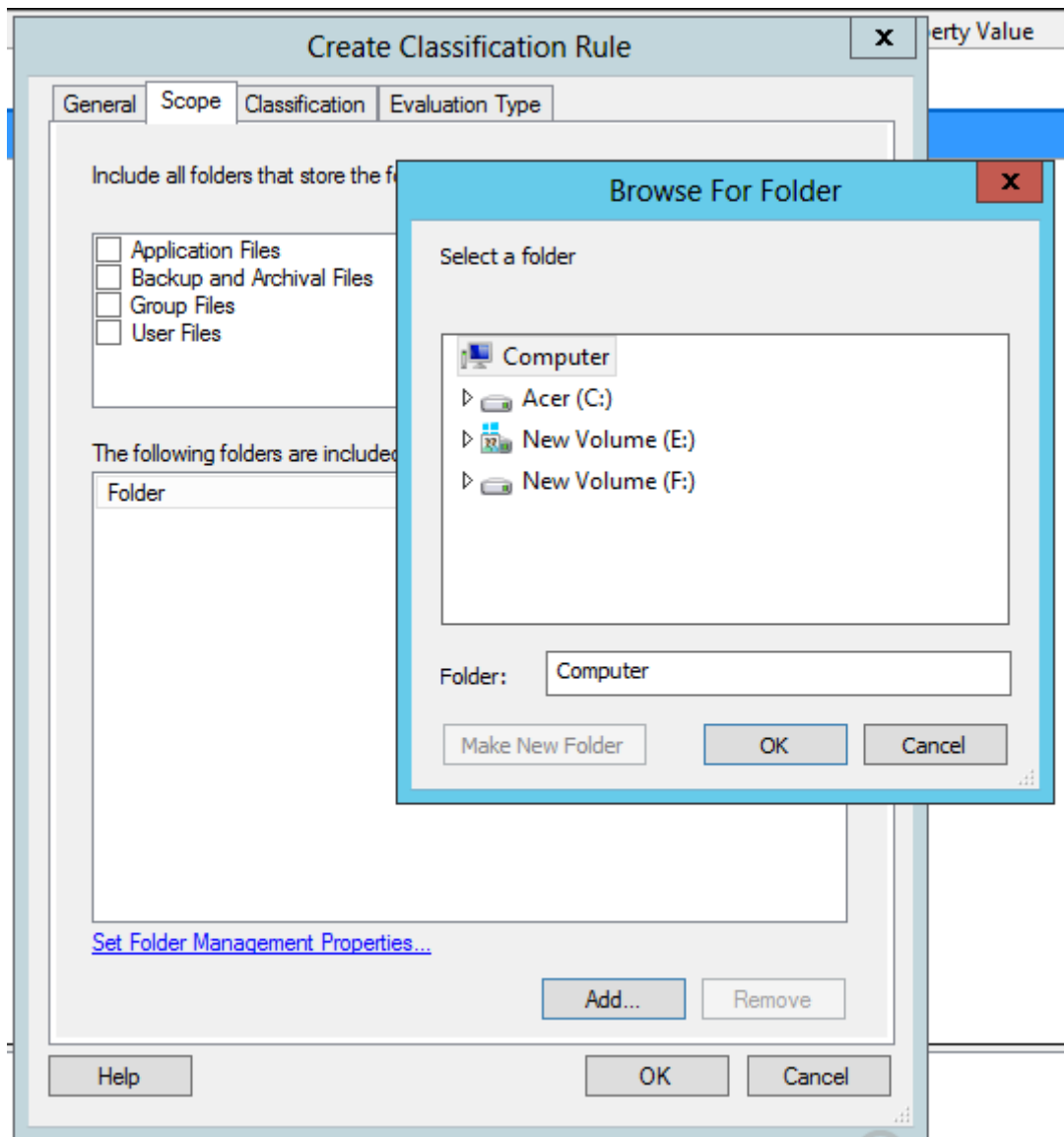
General | Scope | Classification | Evaluation Type

Rule name:
 Enabled

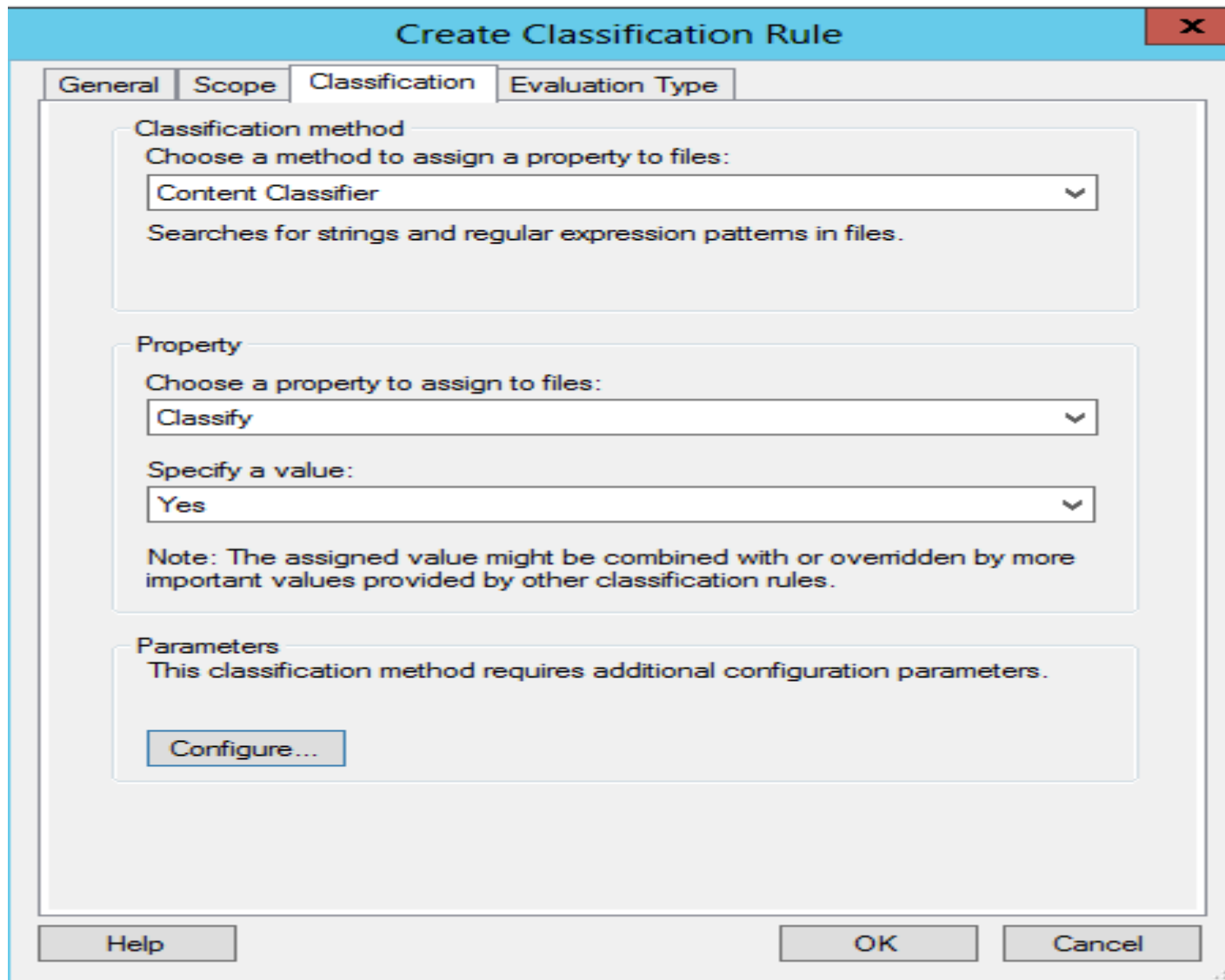
Description:

Help OK Cancel

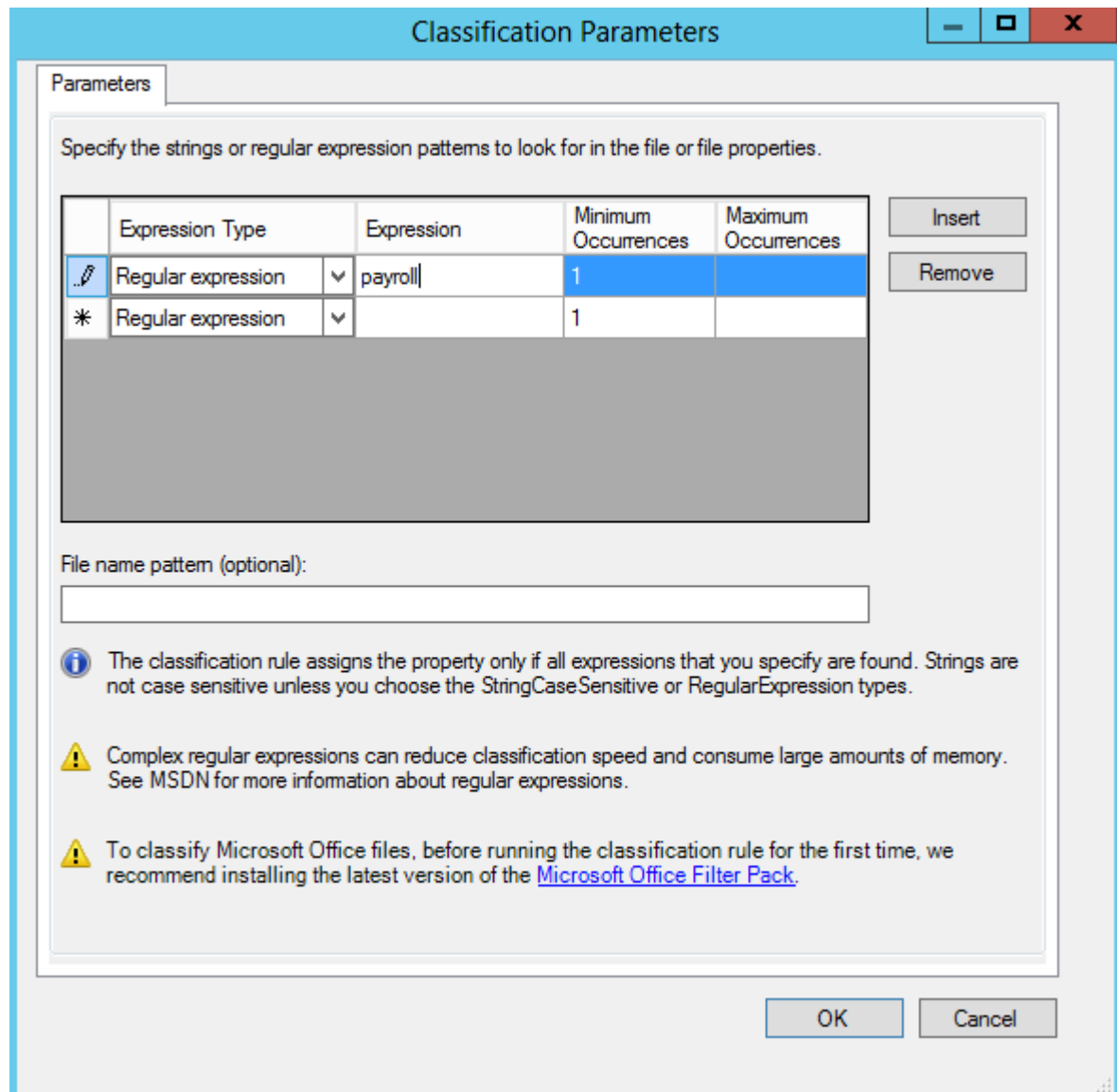
Type the rule name and description.



Click on scope, click Add and navigate to the data folder which contains the files and click ok



Choose a method, property name and value. In your case it would be Content classifier, your property name and property value.



Click on Configure. Enter the expression payroll in the Expression 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..

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 ...

Run Classification

You have chosen to run classification with all rules now. Depending on the volumes and folders managed, this can take an extended period of time.

How do you want to proceed?

Wait for classification to complete execution

Run classification in the background

OK Cancel

Run classification

- Schedule
 - Not scheduled
 - Status:

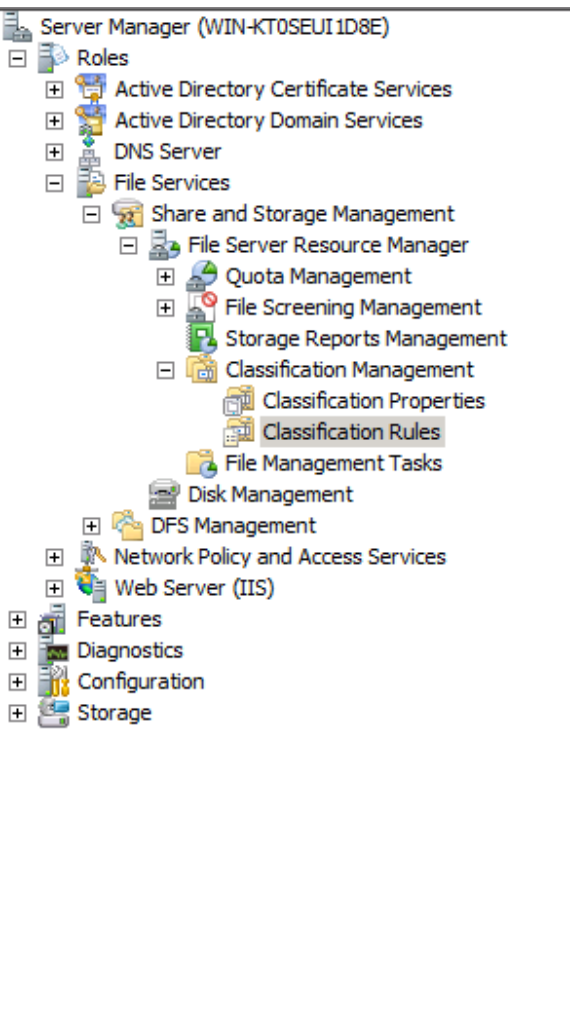
Actions

- 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 Wait for classification to complete execution and click on OK



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

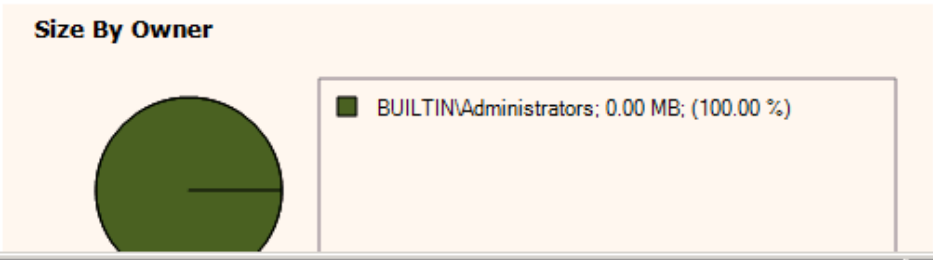
	<h2>Automatic Classification Report</h2> <p>Generated at: 8/17/2013 9:10:51 AM</p>
Report Description:	Lists files that were acted on by the classification policy. Use this report to understand how files were classified by the classification policy rules.
Machine:	WIN-KT0SEUI1D8E
Report Folders:	'C:\data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

File Action View Help



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

Task Name	Scope	Folder Usages	Action	Continuous	Status	Last Run Ti...	Last Result	Next Run Ti...
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Actions

File Management Tasks

Create File Management Task...

Refresh

View

Help

Select File Management Tasks, click on File Management tasks in the Actions Menu

Create File Management Task [X]

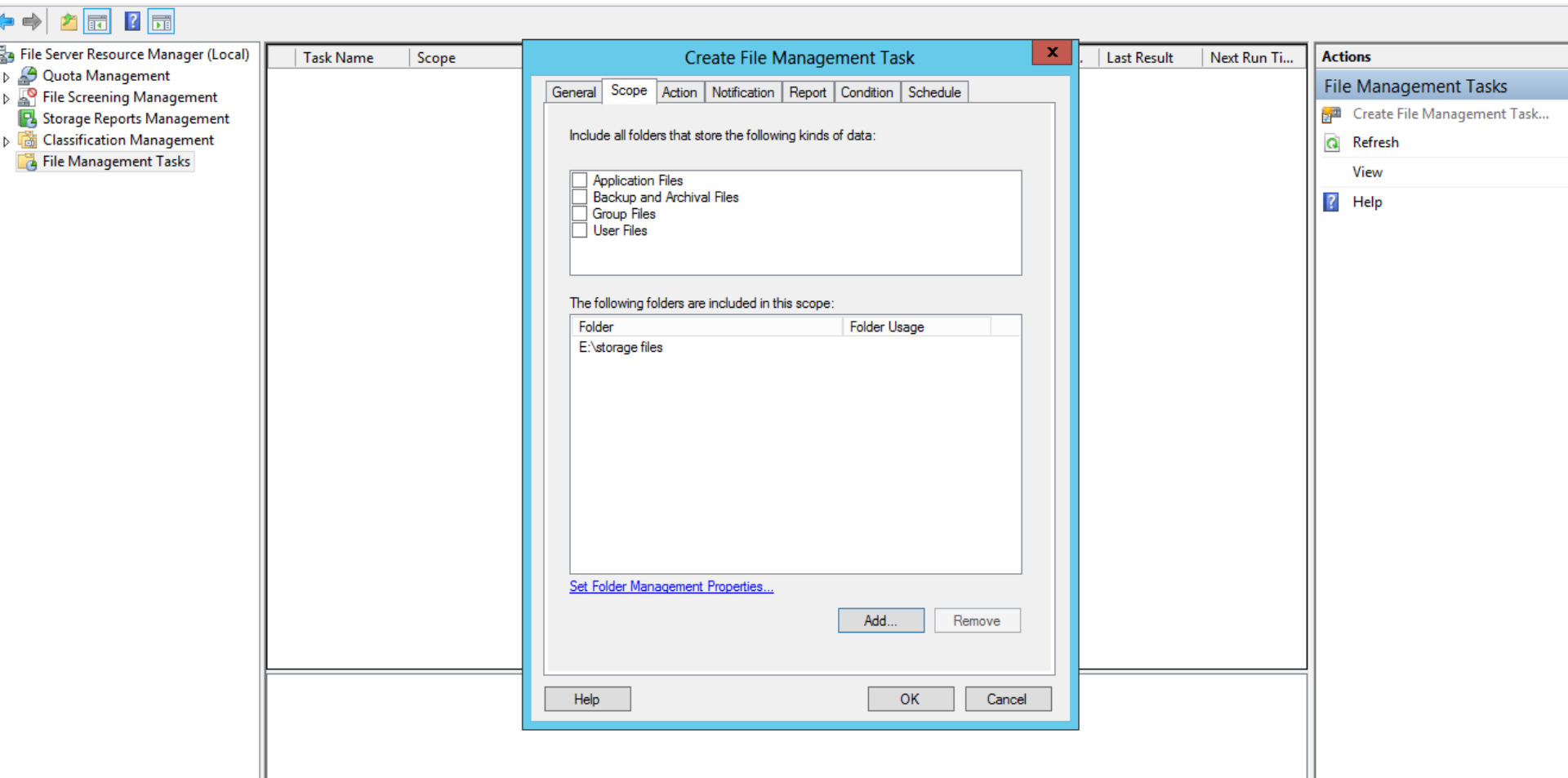
General | Scope | Action | Notification | Report | Condition | Schedule

Task name: Enable

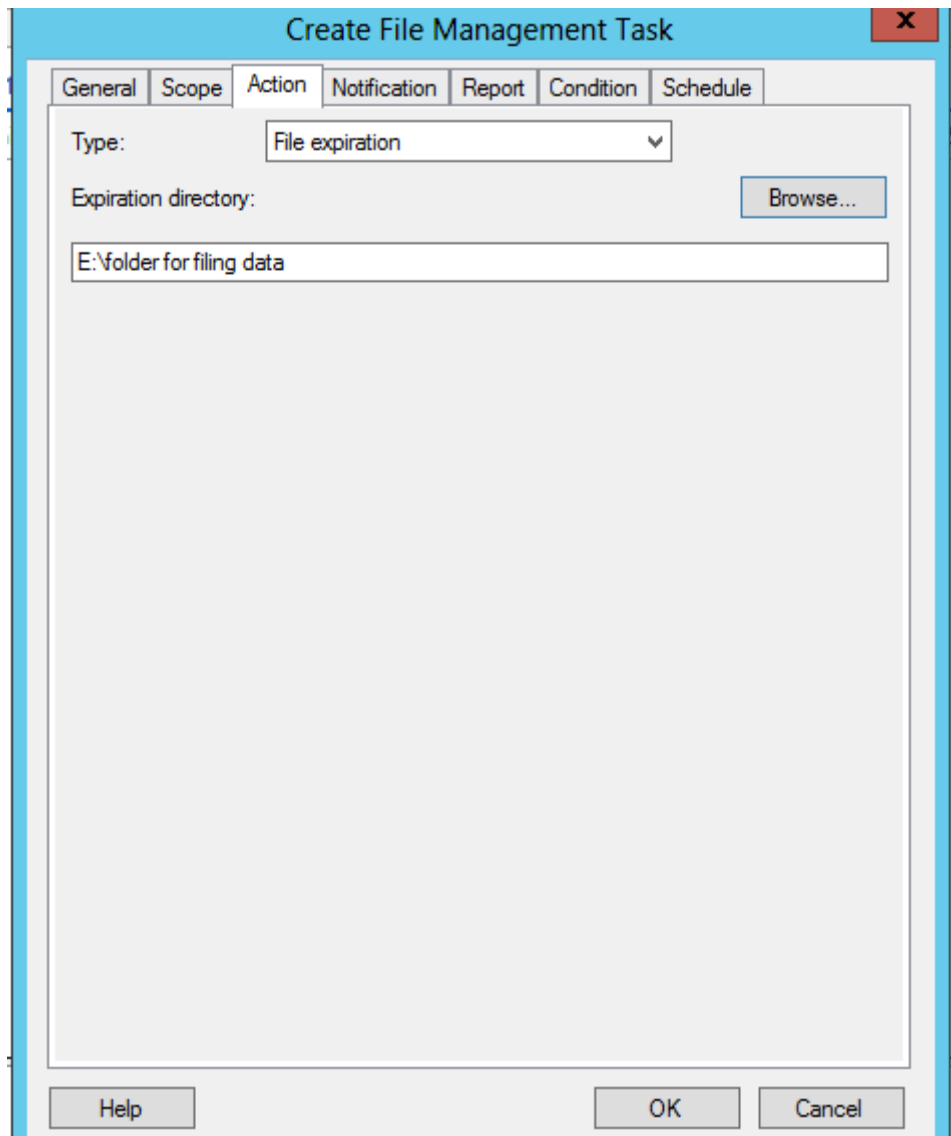
Description:

Help OK Cancel

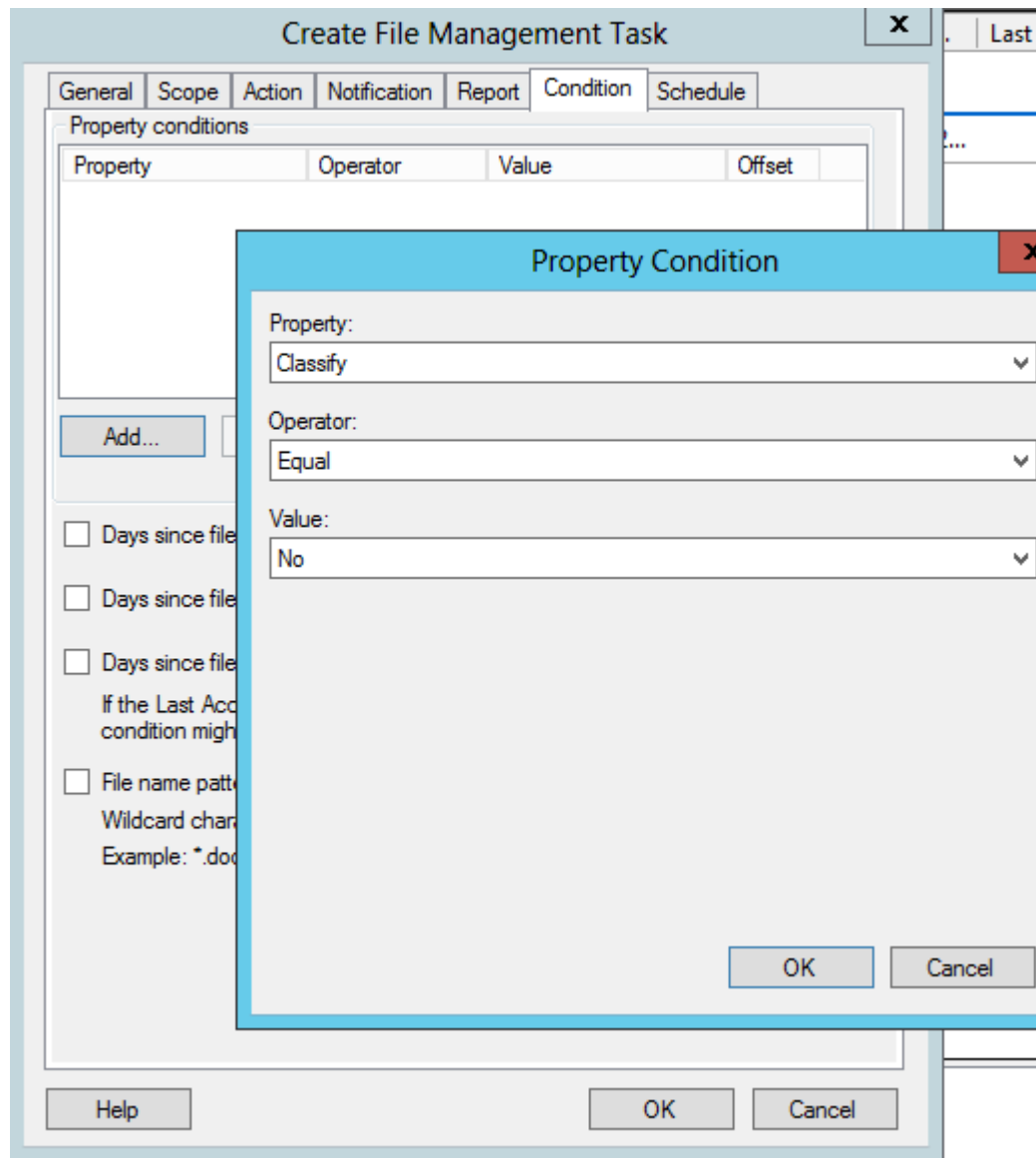
Type the Task name and description. In this lab our task name is Move confidential files



Select scope, click on Add and navigate to the folder that contain the files select the folder and Click on OK in the browse for folder dialog box



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. Select your property name, Operator and value, then click on OK.

Create File Management Task

General | Scope | Action | Notification | Report | Condition | **Schedule**

Schedule

Run at: 3:20:27 PM

Weekly Monthly

Sunday Monday Tuesday

Wednesday Thursday Friday

Saturday

Limit (in hours): 1

Continuous operation

Run continuously on new files

Enable logging

Maximum log size (KB): 1024

Continuous operation only processes newly added files for tasks that contain classification properties in the condition.

Help OK Cancel

Click on schedule and select a day. 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...
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

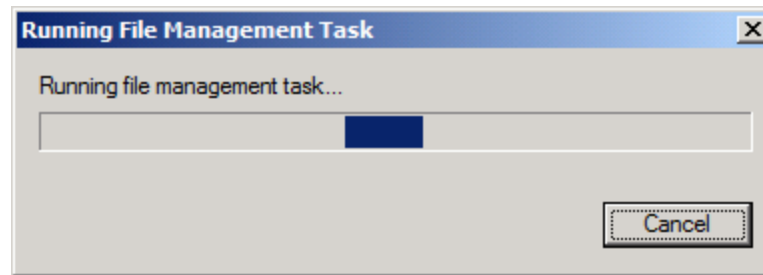
File Management Tasks

- 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'

Check both your storage folder and your filing folder.