

Boldon James Email Classifier

Labelling, Protective Marking and Release Control for Secure Messaging

Email is the primary collaboration tool in most organisations, so it's no surprise that it's a common source of information leakage, with most data loss caused by user error. Boldon James Email Classifier puts labelling at the heart of data loss prevention by giving users the option to apply relevant visual labels to Microsoft Outlook email messages and embed those labels into the email metadata.

Key Benefits

- ▶ Enforces information assurance policies
- ▶ Raises user awareness of security responsibilities
- ▶ Enhances data loss prevention (DLP) measures
- ▶ Controls unstructured information
- ▶ Prevents internal and external data leakage
- ▶ Drives Microsoft Windows Rights Management policies, plus email encryption and signing
- ▶ Automatically protects the most sensitive content
- ▶ Provides visibility of user behaviour and compliance position
- ▶ Low deployment and administration costs

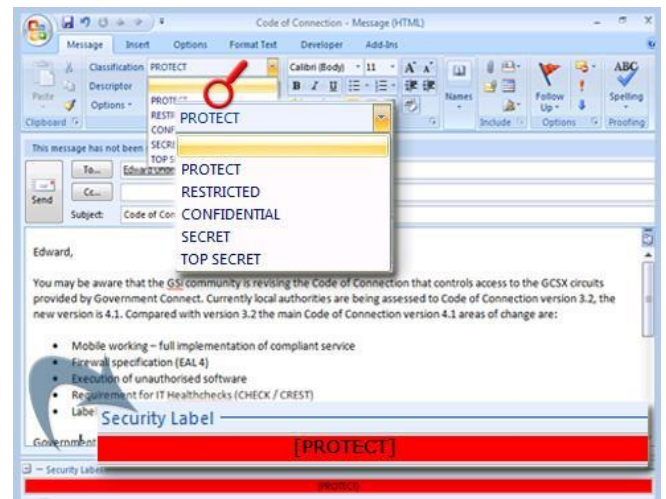
Classifier labels enforce an organisation's rules on handling and release of email, automatically invoking other technologies such as encryption or rights management.

The result is increased user awareness of the sensitivity of information, the ability to provide evidence that applicable regulations have been met and the opportunity to boost the return on your investments in DLP, encryption, archiving & storage, e-discovery, information rights management and ERDMS.

Features

- **Label Selection**
Email Classifier provides a set of simple, familiar Microsoft Outlook drop-downs from which users select a classification label. Administrators can set options to force labelling on sending of emails, thereby automating compliance with information assurance policies.
- **Visual Marking**
Email Classifier applies visual markings to the content of Outlook messages, raising user awareness of the value of the information that they are handling. Administrators can configure where the markings will appear within the email, how the marking is formatted (including font, size and colour) and how the label is represented (including prefixes, suffixes and delimiters as well as any alternate values). Dynamic placeholders** can also be used to include data within the marking that is specific to the user or session, for example the username or date.

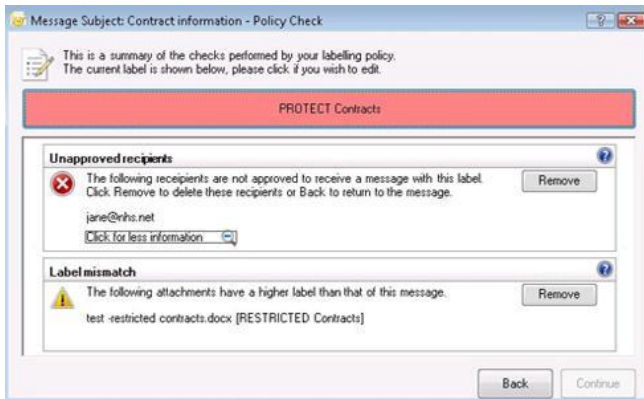
Fig 1: Label Selector



- **Metadata Marking**
Email Classifier applies metadata markings as Internet x-headers, enabling email filtering, encryption and archiving technologies to take action based on label values. This provides a simple way to ensure consistent actions are taken by otherwise complex information security tools and provides an additional safeguard against data leakage.
- **User Clearance Checking**
Fine-grained control over information dissemination is provided by User Clearance Checking, which compares label values against sender and recipient clearance levels. Administrators can specify the level of information which particular users or groups can receive as clearances, thus preventing inadvertent information leaks within an organisation.
- **Domain Clearance Checking**
Email Classifier checks label values against the clearances assigned by an administrator to the email domains of external recipients. These checks ensure controlled distribution outside of the organisation, preventing external information loss and significantly reducing an organisation's security exposure and risk.
- **Labelling Helpers****
Users can have convenient access to the labels they use most often or find most useful in the form of 'favourites' and most recently-used labels. Assisted labelling can also be used to guide the user when selecting individual label values, simplifying choices and ensuring validity of the selected combination of values.

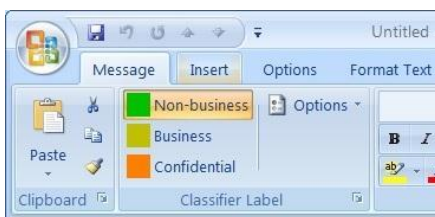
- **Portion Marking**
Portion Marking allows users to apply different label values to sections of information within the same message, providing granular control over the information. To prevent any mishandling of such information, Email Classifier ensures that the overarching message label is always that of the highest portion mark.

Fig 2: Attachment and Clearance Checking



- **Content Checking****
Content Checking can be used to detect content that is inappropriate for a chosen label and advise the user on remediation. This checking can be applied to the text of an email as well as over 65 attachment types – from simple text files through to complex documents and media files.
- **Quick Classification****
Where a community of users needs only a small set of label choices, Quick Classification presents those users with a preset collection of label buttons within the Outlook ribbon group. These buttons need only a single click to classify a document or email. Each button having its own colour cue, caption and tooltip.

Fig 3: Quick Classification interface



- **Message Attachment List**
Email Classifier can append details of attached files (including file name and any associated label) to the bottom of an email, to provide reviewers with the attachment history, maintaining their awareness of original content, even when printed.

About Boldon James

For over 20 years we have helped organisations with the most demanding communication requirements manage sensitive information securely and in compliance with legislation and standards.

Our solutions extend the capabilities of Microsoft core infrastructure products to allow secure information exchange and in 2006 we were elevated to Microsoft Global Go-To-Market Partner. Boldon James is a wholly-owned subsidiary of QinetiQ, with offices in the UK, US, Australia and Europe, and channel partners worldwide.

Control of Desktop Protection Tools
Email Classifier allows administrators to set rules based on label values that can trigger an existing Microsoft Windows Rights Management (RMS) policy or invoke S/MIME encryption and digital signing. This leverages existing investments in RMS and S/MIME security systems, aids their adoption and ensures consistent use.

- **Label Consistency Checking**
Where an email includes a document labelled by Boldon James Office Classifier, Email Classifier will ensure the message and document labels match, ensuring sensitive information is not overlooked. This check includes any nested content attached to messages, whether inside another email or a zipped file.
- **Unified Administration**
Email Classifier is supplied together with the Classifier Administration console which unifies the policy configuration of all Classifier products. The console handles policies from the simple to complex, ensuring that a Classifier solution can be implemented quickly with the minimum of expertise (see the Classifier Administration datasheet)
- **Auditing**
Administrators can specify which events are audited to the Windows Event log, providing visibility of user behaviour with regard to information security and management. This knowledge allows better targeting of security training and assessment of compliance to security policies.

System Requirements - Software

- Desktop Operating System*: Windows Vista SP2 / Windows 7 / Windows 8 / Windows Terminal Server
- Microsoft Office*: Office 2007 SP2 / 2010 (32 & 64 bit) / 2013 (32 & 64 bit)
- Server Operating System: Windows Server 2003 / 2008
- Microsoft Exchange: Exchange 2003 / 2007 / 2010

Try Before You Buy

Evaluations are available for this product. Contact your Boldon James representative or visit www.boldonjames.com

* Not all features are available on all platforms or in all applications, please check for details

** Available only in the Enterprise Edition