

cleanDocs

Prevent disclosure of confidential or sensitive information

Reduce financial and reputational risk

Ensure regulatory compliance

Ensure Enterprise compliance to metadata policies for desktop users

Context sensitive cleaning without disruption to users' workflow

cleanDocs consists of two modules - **cleanDocs Desktop** and **cleanDocs Mobile**. They can be deployed independently or together for a more comprehensive metadata management solution.

cleanDocs Desktop is a breakthrough technology that enables IT Administrators to deploy a desktop metadata management solution that delivers on speed, flexibility and control to protect from accidental information and metadata leaks.

DESKTOP METADATA MANAGEMENT

Despite the proliferation of server-side solutions, smartphones and tablets in recent years, we still tend to do most of our work on the desktop using locally-installed software.

cleanDocs Desktop is a new metadata management solution for the desktop. It is built on new technologies that provide everyone with a richer user experience; for IT Administrators it is speed, flexibility and control; for the end user, it is an opportunity to interact with the cleaning process like never before.

SUB-SECOND CLEANING

cleanDocs Desktop is blisteringly fast, cleaning documents at sub-second speeds. cleanDocs is built on proprietary technology developed by DocsCorp, which cleans documents at the binary level.

cleanDocs also takes advantage of multi-thread processing, supporting all available cores.

For example, on a 8-core CPU it can process up to 8 documents at a time to make light work of large batch cleaning operations.

A desktop metadata solution lightens the load on the server, eliminating bottlenecks.

POLICY-BASED CLEANING

IT Administrators can establish enterprise-wide metadata policies to ensure all documents are cleansed of metadata automatically when sent from the desktop.

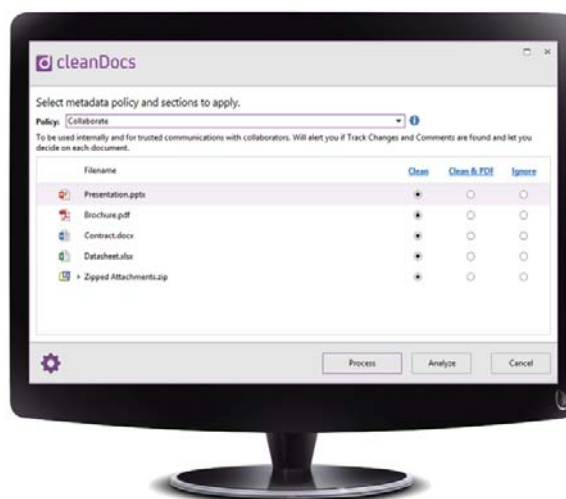
Alternatively, IT can set up more flexible policies that allow users to interact with cleaning policies by selecting a context-based policy, or by responding to alerts for specific metadata types. This allows users to manage metadata in context, based on the recipient's trust level or business requirements rather than on a "one size fits all" approach to metadata management.

MAXIMUM DOCUMENT SECURITY

cleanDocs removes over 100 metadata types from MS Word, Excel, PowerPoint and PDF documents. In addition, IT Administrators can specify custom properties for cleaning. For extra security, cleanDocs can convert documents to PDF. All this can be done automatically when sending an email, or when analyzing or cleaning a document manually.

ELIMINATE ERRORS

cleanDocs enables users to review the cleansed document to ensure that it has been cleaned properly or has been formatted correctly before it is sent to recipients.



EMAIL INTEGRATION	<p>Integrates with MS Outlook 2007, 2010, 2013, 2016 on the desktop</p> <p>Cleans document attachments of hidden content</p> <p>Analyzes attachments on Send for hidden content</p> <p>Converts cleansed attachments to PDF for extra security if required</p> <p>Emails stored in Sent Items matches the email seen by the recipient</p>
COMPREHENSIVE CLEANING	<p>Analyzes and cleans documents directly from MS Word</p> <p>Cleans documents of over 100 known metadata types</p> <p>Cleans hidden content from documents</p> <p>Cleans MS Word documents, Excel spreadsheets, PowerPoint presentations</p> <p>Cleans PDF documents</p> <p>Cleaned documents can be saved as a copy, as a new document or as a replacement document</p>
SPEED	<p>Cleans documents at the binary level</p> <p>Supports multi-threading for fast processing</p> <p>Cleans multiple documents concurrently in less than a second, minimizing productivity losses</p>
PDF CREATION	<p>Clean and Print to PDF for additional security</p> <p>Secures documents to prevent changing or copying</p> <p>Creates industry-standard PDF documents</p>
DETAILED METADATA REPORTING	<p>Produces detailed analysis and report of document metadata, which can be saved as an HTML document for reference</p> <p>Analyzes document on Send to assess risk. User can determine appropriate action based on analysis</p> <p>Cleans documents based on risk analysis</p>
ENTERPRISE-CLASS METADATA MANAGEMENT	<p>Easy to deploy and manage across the organization</p> <p>Define and implement cleaning policies that meet organizational needs</p> <p>Clean, retain or add specific metadata as needed. For example, clean all Document Properties, but retain the DMS docID and add "© My Company" to all outgoing documents</p> <p>Allows distributed cleaning on desktops in the office</p> <p>Alerts users to particular metadata to allow on-the-spot decisions per document. This works for both desktop and mobile users</p> <p>Robust – no risk to your exchange server reliability, and no bottlenecks</p>
INDUSTRY BEST PRACTICE	<p>Provides numerous customizable policies for metadata management with collaborators, adversaries and government agencies</p> <p>Allows users to keep metadata when necessary, and to remove it when required</p>
OTHER FEATURES	<p>Cleans individual files or whole directories</p> <p>Cleans password-protected files</p> <p>Cleans compressed (zipped) files and folders</p>

SYSTEM REQUIREMENTS

Microsoft® Windows® 7, 8 or 10 (32-bit or 64-bit)
Outlook 2007, 2010, 2013, 2016

DocsCorp products will integrate successfully with Microsoft Office 365 when the product is installed locally. No integration is possible currently in Office Online apps or Office 365 when installed using Office on Demand.

INTEGRATION

iManage

Supports Citrix XenApp/
XenDesktop/Terminal
Services
.NET Framework 4.5
Single or Multi-core CPU
2GB RAM
2GB free disk space



SYDNEY
LONDON
PORTLAND (OR)
MANILA

info@docscorp.com
www.docscorp.com

cleanDocs

Prevent disclosure of confidential or sensitive information

Reduce financial and reputational risk

Ensure regulatory compliance

Ensure enterprise compliance to metadata policies for mobile users

Context sensitive cleaning without disruption to users' workflow

cleanDocs consists of two modules - **cleanDocs Desktop** and **cleanDocs Mobile**. They can be deployed independently or together for a more comprehensive metadata management solution.

cleanDocs Mobile protects mobile users by automatically cleaning all documents based on preconfigured metadata management policies. Documents cleaned at sub-second speeds and tight integration with MS Exchange Server ensure the prompt delivery of emails with minimum risk of failure or shutdown of the email system.

PROTECTION FOR MOBILE USERS

Mobile email is on the rise, and so are the dangers of metadata leaks as more people use smartphones and tablets to send email.

It is estimated that 90% of smartphone owners access the same email account on mobile and desktop. In fact, more people use their smartphone to read and write email than those who use it for making calls. cleanDocs Mobile ensures all attachments are cleaned of metadata before sending.

SUB-SECOND CLEANING

cleanDocs Mobile is blisteringly fast, cleaning documents at sub-second speeds.

cleanDocs is built on proprietary technology developed by DocsCorp, which cleans documents at the binary level and which does not require access to the native application.

cleanDocs also takes advantage of multi-thread processing, supporting all available cores. For example, on a 32 CPU core modern server it can process up to 32 documents at a time to make light work of large batch cleaning operations.

POLICY-BASED CLEANING

IT Administrators can establish enterprise-wide metadata policies to ensure all documents are cleansed of metadata automatically when sent from a mobile device.

Alternatively, IT can set up more flexible policies that will trigger alerts for certain metadata types so that users can make decisions on their mobile device as to what needs to be cleaned, or to input passwords for protected documents.

MINIMIZE RISK OF EMAIL DOWNTIME

cleanDocs Mobile integrates with MS Exchange Server rather than introducing relay servers to ensure a superior user experience while minimizing bottlenecks and possible shutdowns of the email system.

Exchange manages the email delivery process, using its own methods for managing problematic emails.

cleanDocs Mobile works intelligently with Exchange to ensure prompt email delivery.

CLEAN DOCUMENTS ONCE

cleanDocs Mobile ignores documents that have been cleaned by cleanDocs Desktop, emailing them without delay. cleanDocs only cleans documents that originate from mobile devices, Outlook Web Access or any source where cleanDocs desktop has not cleaned the document.

PLATFORMS SUPPORTED

cleanDocs supports iOS, Android, Blackberry and MS Windows Phone.



EMAIL INTEGRATION	<p>Integrates with MS Exchange for mobile users</p> <p>Allows easy recovery of unsent emails in disaster cases</p> <p>Cleans document attachments of hidden content</p> <p>Converts cleansed attachments to PDF for extra security (optional)</p> <p>Emailed stored in Sent Items matches the email seen by the recipient</p>
COMPREHENSIVE CLEANING	<p>Cleans over 100 metadata types</p> <p>Cleans hidden content from documents</p> <p>Cleans MS Word documents, Excel spreadsheets, PowerPoint presentations</p> <p>Cleans PDF documents</p>
SPEED	<p>Cleans documents at the binary level, no need to have the native application installed</p> <p>Supports multi-threading for fast processing</p> <p>Cleans multiple documents concurrently in less than a second, minimizing email delays</p>
PDF CREATION	<p>Clean and Print to PDF for additional security</p> <p>Creates industry-standard PDF documents</p> <p>Maintains PDF/A status of cleaned documents</p>
ENTERPRISE-CLASS METADATA MANAGEMENT	<p>Easy to deploy and manage across the organization</p> <p>Define and implement cleaning policies that meet organizational needs</p> <p>Clean, retain or add specific metadata as needed. For example, clean all Document Properties, but retain the DMS docID and add "© My Company" to all outgoing documents</p> <p>Allows central cleaning with MS Exchange for mobile users</p> <p>Alerts users to particular metadata to allow on-the-spot decisions per document (optional).</p> <p>Robust – no risk to your Exchange server reliability, and no bottlenecks</p> <p>Scales with your Exchange architecture to support complex global deployments</p>
INDUSTRY BEST PRACTICE	<p>Allows users to keep metadata when necessary, and to remove it when required</p> <p>Follows Microsoft Best Practice guidelines for manipulating emails in flow</p>
OTHER FEATURES	<p>Cleans password-protected files</p> <p>Cleans compressed (zipped) files and folders</p>
MOBILE PLATFORMS	<p>iOS</p> <p>Android</p> <p>Blackberry</p> <p>Windows Phone</p>

SYSTEM REQUIREMENTS

Microsoft® Windows® Server
2008 R2, 2012, 2012 R2
Exchange 2010, 2013
MS SQL Server 2008, 2012
.NET Framework 4.5
Multi-core CPU
4GB RAM
5GB free disk space



SYDNEY
LONDON
PORTLAND (OR)
MANILA

info@docscorp.com
www.docscorp.com