



## PRODUCT SHEET

**ZyLAB**<sup>®</sup>  
The Paper Filing Company

# Document Security Module

# v5.0

### Standard NTFS security

In ZylIMAGE 5.0 you can set NTFS security on your archives and data through the ZylIMAGE interface. However, due to security limitations, documents may appear in your ZyFIND result list or the ZylIMAGE Webserver result list that you are not able to view. In addition, strict rules regarding setting different security rights must be in place in order to divide your data over different folders during the scanning process.

The Document Security Module adds additional security features to protect your data. Some applications that benefit from this module are:

- Legal cases and investigations – Controls what information is disclosed to people participating in the case
- Employee Portals – Enables personnel files to only be viewed by the HR department, the responsible manager, and the employee
- Correspondence Management – Routes and secures the incoming mail for the management staff

### Related Products

- ZySCAN
- ZyINDEX
- ZyFIND
- ZylIMAGE Webserver
- Case Management Module
- Audit Trail Module

### Features

- Secure your data based on the contents of your documents
- Integrate with standard network security
- Use the ZyLAB application to manage your security
- Protect the functionality of ZyLAB programs
- Use the impersonation option to allow the ZylIMAGE Webserver to run as a user on the network
- Import users from different sources
- Edit users, which enables additional information to be added

### Security through manual index fields

ZylIMAGE can import users and user groups from Windows Domains, LDAP, XML files and other ZyLAB archives. If required, you can create your own groups with the users you import. After you have imported the users, you can set security parameters for each ZyLAB archive by creating a Document Group. A Document Group is a search query on the defined manual index fields. The Document Group links to a user or user group, which allows only this user or user group to view the files that are the result of the search query.



### Secure functionality

Moreover, you can set security on the functionality of ZyLAB programs: ZySCAN, ZyINDEX and ZyFIND. You can keep control over the archive managing process by setting security on the maintenance of archives (Build, Update, Optimize, Erase) and manual index fields.

### ZylIMAGE Webserver as user

With the Security module, the ZyLAB applications will be able to run as an actual user on the network. This impersonation option, which is used in Microsoft® SQL servers, Microsoft® Exchange and other .NET applications, helps system administrators easily secure the information stored in the archives. After you run ZylIMAGE Webserver as a user, you can then set the security for the users and user groups through the application itself. You no longer need to set additional security to protect the information using the NTFS system.

FOR MORE INFORMATION AND THE LOCATION OF OUR OFFICES: [HTTP://WWW.ZYLAB.COM](http://www.zylab.com)

# Security Module Preview

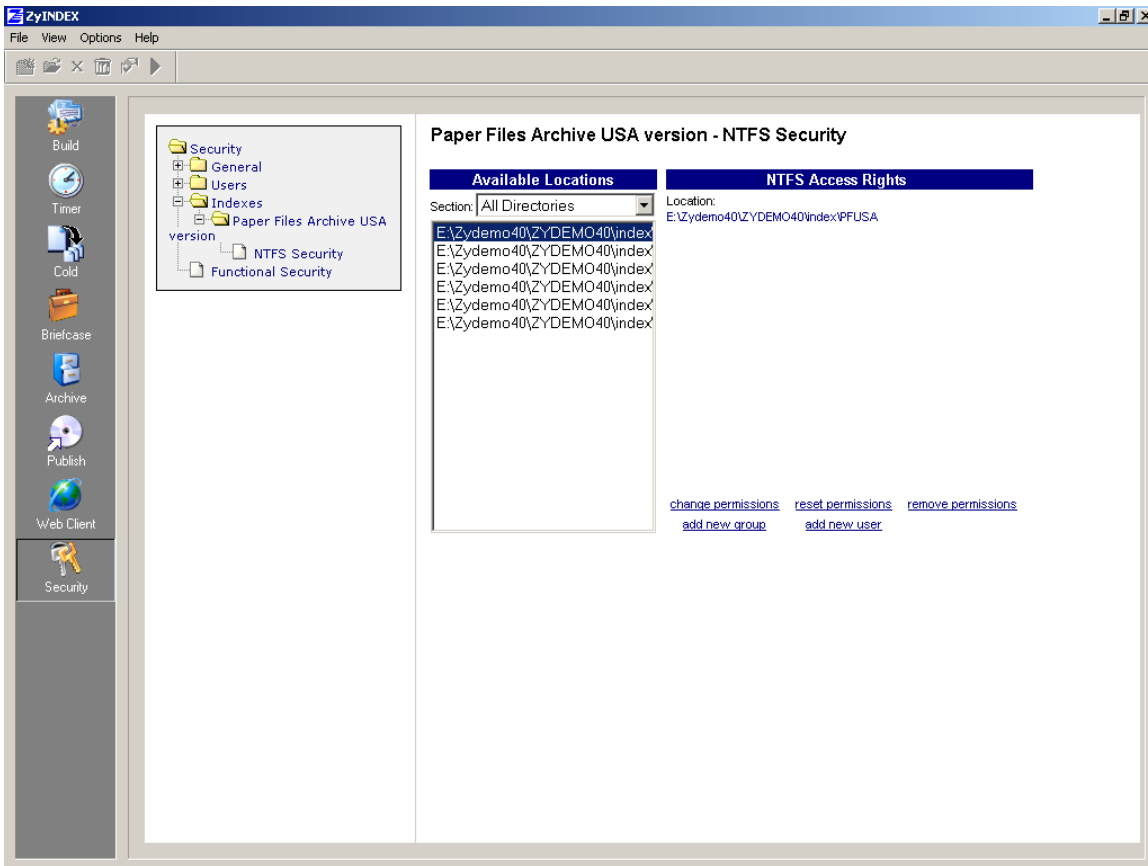


fig 1. Preview of Security settings in ZyINDEX