



DATASHEET (DATA CLASSIFICATION)

Fortra's Data Classification Suite One (DCS One) for Microsoft 365

Add data classification to protect Outlook emails and Microsoft 365 documents, workbooks, and presentations.

At A Glance

Fortra's Data Classification Suite One (DCS One) for Microsoft 365 ensures that Microsoft 365 Outlook emails and Microsoft Word, Excel, and PowerPoint are classified before they are distributed. DCS One supports the same browser versions as M365.

Part of Fortra's Data Classification cloud solution, DCS One's web add-in is hosted and managed through the DCS SaaS cloud environment. As such, DCS One is configured through DCS Policy Manager, Cloud.

Additionally, DCS One add-in may be hosted on the customer's own infrastructure if, for example, the customer does not typically have internet access. In this scenario, DCS One is configured with Policy Manager, on-premises.

KEY BENEFITS

- Classifies Microsoft 365 files and data before its distributed
- Modifies to meet external and internal business compliance requirements.
- Easy to use interface, similar to the desktop look and feel
- Drives downstream security solutions, like DLP and SSE
- Increases awareness

Fully Customizable

Within DCS One for Microsoft 365, data classification labels are fully customizable to meet internal and regulatory standards.

DCS One can be used to indicate any type of information. Common applications include classifying data around data sensitivity (for example, Public, Confidential) and applicable compliance needs (PII, PHI, etc. for example).

Easy to Use

Users can add classifications with a simple and intuitive interface that requires little or no user knowledge of regulatory marking standards.

The look-and-feel of the User Interface is similar to the desktop DCS for Windows interface, bringing consistency to end users whether they use the desktop Office products, or the in-browser Office products.

Drives Downstream Solutions

DCS One allows visual markings to be added to content. For example, it is possible to add the selected classification values to the first line of an email body. DCS One also allows metadata to be added to content to help drive downstream security tools such as data loss prevention (DLP) and Secure Service Edge (SSE) products.

Increases Awareness

Finally, DCS One enables better user awareness of security by alerting the user if they attempt to downgrade a classification value. It also provides recommendations on classification values (such as PII) by utilizing the DCS AI engine.

The screenshot displays the Microsoft 365 interface with a 'Budget Report for New Widget' table. A 'Policy Alerts' dialog box is open, indicating that content containing the word 'Budget' cannot have the current classification. The sidebar on the right shows the 'Fortra DCS for M365' panel with classification level options: PUBLIC, CONFIDENTIAL, INTERNAL, and RESTRICTED.

	EXPENDITURE	Budget (k)	To date
1908	Staff		
1498	Office – travel	100	12
	Office – payroll	1000 per day	
	Office – Allowance	108	14
	Office – Telephone, I/T	170	13
	Office – postage	100	12
	Office – printing	150	14
1498	Office – total		
172	Other admin – room hire	100	12
127	Other admin – Insurance	100	10
112	Other admin – audit	100	13

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About Fortra

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