

CNT 4603: System Administration Spring 2014

Managing Folder and File Security In AD

Instructor : Dr. Mark Llewellyn
markl@cs.ucf.edu
HEC 236, 4078-823-2790
<http://www.cs.ucf.edu/courses/cnt4603/spr2014>

Department of Electrical Engineering and Computer Science
Computer Science Division
University of Central Florida



Managing Folder And File Security In AD

- Resource sharing is a fundamental concept for a Windows Server 2008 network.
- Resource sharing is intended to increase the productivity of its users.
- The most frequently used resources on a server are folders (directories) and files, which might include written documents, spreadsheets, data files, databases, and multimedia files, etc..
- Some of these resources need to be kept secure because they contains sensitive information. Other resources are to be shared with limited groups to far-reaching audiences.
- Windows Server 2008 can securely protect folders and files or open them up to wide-scale sharing, depending on the need.



Managing Folder And File Security In AD

- Creating accounts and groups are the initial steps necessary to enable sharing resources. You will get some exposure to creating user accounts in a future project.
- The next step is to create Access Control Lists (ACLs) to secure these objects (folders and files) and to set them up for sharing.
- Windows Server 2008 has two types of ACLs: **discretionary** and **system control**.



Managing Folder And File Security In AD

- A **discretionary ACL (DACL)** is an ACL that is configured by a server administrator or owner of an object.
- For example, the server (system) administrator can configure who can access a company-wide shared folder containing personnel policies. Additionally, the human resources director may have their own folder of confidential information on the server that they might make available only to members of the Human Resources department. Because the HR director owns the folder, they can configure the folder's ACL to permit access to only members of their department.



Managing Folder And File Security In AD

- A **system control ACL (SACL)** contains information used to audit the access to an object.
- For example, a soft drink company decides to audit files that contain the secret recipes for their drinks. By configuring an SACL for each file that contains a recipe, the company monitors who has successfully viewed the file's contents and who has tried to view the contents, but failed because of DACL restrictions.
- When an SACL is not configured, this means that an object is not audited.
- The server administrator and object owners can configure DACLs and SACLs.



Managing Folder And File Security In AD

- Good security practices mean using DACLs and SACLs to protect the resources on your Windows Server 2008 network.
- The ACL-based object security techniques include the following DACL and SACL controls for folders and files:
 - Attributes
 - Permissions
 - Auditing
 - Ownership



Configuring Folder and File Attributes

- Windows Server 2008 continues to use attributes as defined in the NT file system (NTFS) and its predecessor File Allocation Table (FAT) file systems.
- Two basic attributes remain in the NTFS that are still compatible with FAT in older Windows operating systems: **read-only** and **hidden**.
- Both of these attributes are accessed from the General tab when you right-click a folder or file and click Properties, such as from Windows Explorer.



Configuring Folder and File Attributes

- When you check read-only for a folder, the folder is read-only, but not the files in the folder. This means the folder cannot be deleted from the command prompt (even though the folder attribute says “Only applies to files in a folder.” (See page 10.)
- When a file is checked as read-only, it also cannot be deleted from the command prompt.
- Most Windows Server 2008 server administrators ignore the read-only attribute box and set the equivalent protection in permissions instead, because the read-only permissions apply to the folder and can be inherited by its files.

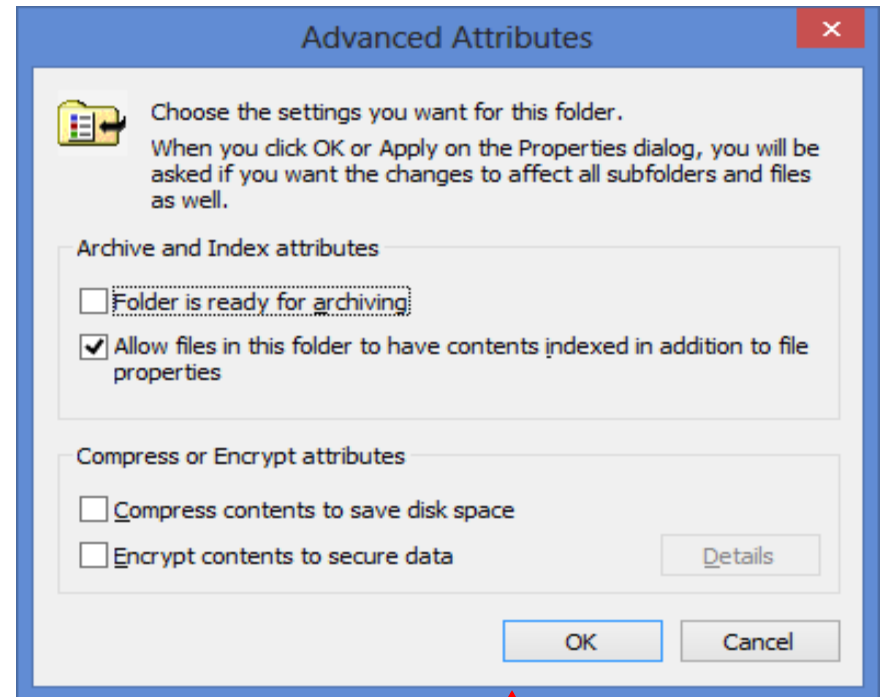
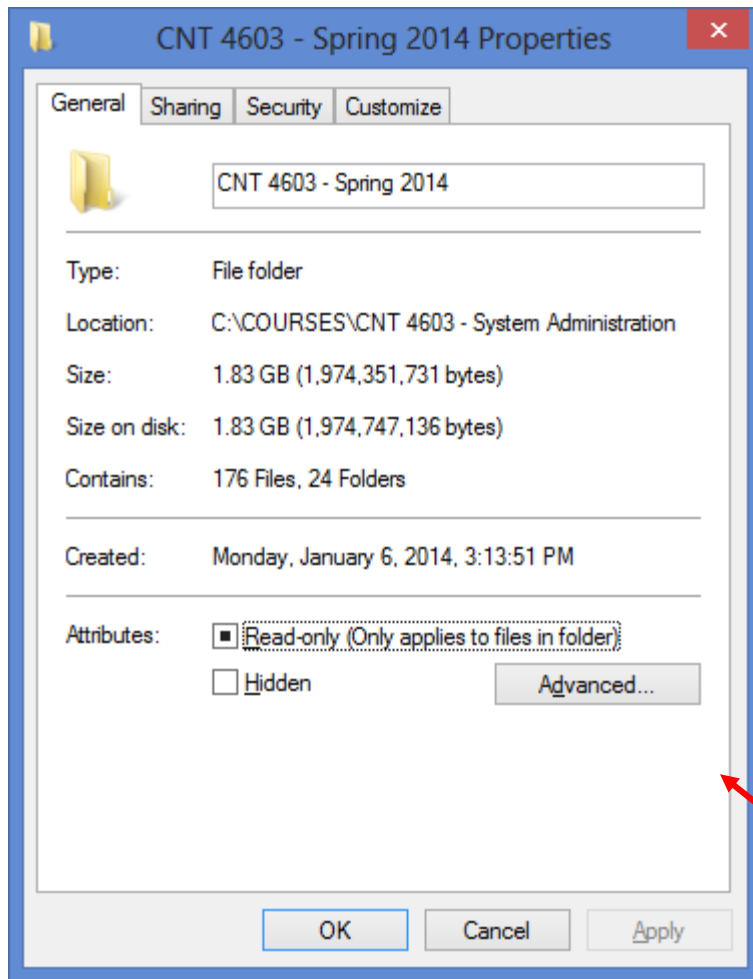


Configuring Folder and File Attributes

- Folders and files can be marked as hidden to prevent users from viewing their contents, which is a carryover from MS-DOS operating systems.
- The hidden attribute can be defeated by any Windows 98 and above client using Control Panel Folder Options to view hidden files and folders.
- The read-only and hidden attributes are on the General tab in an NTFS folder's or file's properties dialog box. In addition to these attributes, NTFS offers advanced or extended attributes, which are accessed by clicking the General tab's Advanced button (see page 10).



Configuring Folder and File Attributes



Click the Advanced button to bring up this dialog box



Configuring Folder and File Attributes

- The advanced attributes are archive, index, compress, and encrypt.
- When you make a change to an attribute in the Advanced Attributes dialog box in a folder's properties, you'll see a message box with the option to apply that change to only the folder and the files in that folder or to apply the change to the folder, its files, and all subfolders and files within the folder.



The Archive Attribute

- The archive attribute (Folder is ready for archiving – see page 10) – is checked to indicate that the folder or file needs to be backed up because it is new or changed.
- Most network administrators ignore the folder archive attribute, but instead rely on it for files. Files, but not folders, are automatically flagged to archive when they are changed.
- File server backup systems can be set to detect files with the archive attribute to ensure those file are backed up. The backup system ensures each file is saved following the same folder or subfolder scheme as on the server.



Index Attribute vs. Windows Search Service

- The index attribute and accompanying Indexing Service are legacy features for continuity with earlier operating systems, such as Windows Server 2000 and 2003.
- The NTFS index attribute (Index this folder for faster searching – see page 10) is used to index the folder and file contents so that the file name, text, creation or modification date, author, and other properties can be quickly searched in Windows Server 2008.
- The index attribute marks a folder's contents or a specific file to be indexed through the Indexing Service. The Indexing Service creates a catalog of documents to be tracked and searched.



Index Attribute vs. Windows Search Service

- Windows Server 2008 offers a newer, faster search service called Windows Search Service.
- This service is meant to replace using the index attribute and the Indexing Service, and it is recommended that you use this replacement – you can't use both the Windows Search Service and the Indexing Service at the same time.
- When you try Windows Search Service, you'll probably be surprised by its speed compared with the old Indexing Service.
- To use Windows Search Service, you must install the File Services role via the Server Manager. You'll do this in a later project.



Index Attribute vs. Windows Search Service

- Some files that are not conducive to searches, such as system files, are not included. These files are excluded to help reduce the size of the index catalog as a way to keep searches as fast as possible.
- Whenever you open a window, such as Windows Explorer, that has a Search box with a magnifying glass, you can use that box to perform a fast search using Windows Search Service.
- Also when a Windows XP, Vista, or 7 client searches for a file on Windows Server 2008, the Windows Search Service is used.
- Having fast client searches is a compelling reason alone for installing the File Services role in Windows Server 2008. This makes users more productive and reduces time using the network that connects to a server.



The Compress Attribute

- A folder and its contents can be stored on the disk in a compressed format, which is an option that enables you to reduce the amount of disk space used for files. This is particularly useful in situation in which disk space is limited or for folders that are accessed infrequently.
- Compression saves space and a user can work on a compressed file in the same manner as an uncompressed one.
- The disadvantage of compressed files is increased CPU overhead to open the files and to copy them. On a busy server, this can be a serious consideration. Furthermore, you cannot execute a compressed program file.



The Compress Attribute

- When you compress a folder, you have the option to compress the folder, its subfolders, and files in the folder.
- When you add new files to a folder marked with the compress attribute, the new files are compressed automatically.
- By default, compressed files and folders are displayed in colored font, such as blue. If they are not displayed in color, you can turn this feature on.

WARNING

If you are concerned with security and want to use the encrypt attribute, do not compress files because compressed files cannot be encrypted.



The Encrypt Attribute

- The NTFS encrypt attribute protects folders and files so that only the user who encrypts the folder or file is able to read it.
- As a server administrator, you might use this option to protect certain system files or new software files that you are not ready to release for general use.
- In an organization with sensitive file contents, encryption can be an essential security measure.
- It is also good business practice to encrypt stored files vital to business strategy or containing company secrets.



The Encrypt Attribute

- An encrypted folder or file uses the Microsoft Encrypting File System (EFS) which sets up a unique private encryption key associated with the user account that encrypted the folder or file.
- The file is protected from network intruders and in situations in which a server or hard drive is stolen.
- EFS uses both symmetric and asymmetric encryption techniques.
- The symmetric portion uses a single key to encrypt the file or folder.
- In the asymmetric portion, two encryption keys are used to protect the key for encrypting the file or folder. Because the asymmetric portion is connected to a user account, the account should have a strong password to help ensure that attackers can't guess it easily.



Dynamic Volume Management

- Dynamic Volume Management enables you to create, change, or mirror volumes without rebooting, by using dynamic storage and disks.
- A dynamic disk has a single partition within which you can create volumes.



Player | [Icons] | Server Manager

File Action View Help

Server Manager (MARK-SERVER 1)

- Roles
- Features
- Diagnostics
- Configuration
- Storage
 - Windows Server Backup
 - Disk Management

Disk Management Volume List + Graphical View

Volume	Layout	Type	File System	Status
(C:)	Simple	Basic	NTFS	Healthy (System, Boot, Page File, Active, Crash D

Disk 0 Basic 40.00 GB Online	(C:) 40.00 GB NTFS Healthy (System, Boot, Page File, Active, Crash Dump, Primary Parti
Disk 1 Basic 40.00 GB Online	40.00 GB Unallocated
CD-ROM 0 DVD (D:)	

■ Unallocated ■ Primary partition

Local Disk (C:) Properties

Shadow Copies Previous Versions Quota

General Tools Hardware Sharing Security

Type: Local Disk
File system: NTFS

Used space:	8,873,811,968 bytes	8.26 GB
Free space:	34,073,759,744 bytes	31.7 GB
Capacity:	42,947,571,712 bytes	39.9 GB

Drive C:

Compress this drive to save disk space
 Index this drive for faster searching

OK Cancel Apply

Start | Server Manager | 2:09 PM



Distributed File System (DFS)

- The Distributed File System (DFS) provides for the creation of a directory, called a namespace, that spans several file servers and allows users to easily search and locate files or folders distributed over the network.
- DFS can be either part of a workgroup or an Active Directory domain, wherein spreading the information across several domain controllers provides a degree of fault tolerance..



Player ▾ | [Icons] [?] [?]

Server Manager

File Action View Help

← → [?] [?]

Server Manager (TESTBEDSERVER)

- [-] Roles
 - [-] File Services
 - [-] Share and Storage Man
 - [-] Disk Management
- [+] Features
- [+] Diagnostics
- [+] Configuration
- [-] Storage
 - [-] Windows Server Backup
 - [-] Disk Management

File Services

Provides technologies that help you manage storage, enable file replication, manage shared folders, ensure fast file searching, and enable access for UNIX client computers

⌵ **Role Services:** 1 installed

Role Service	Status
File Server	Installed
Distributed File System	Not installed
DFS Namespaces	Not installed
DFS Replication	Not installed
File Server Resource Manager	Not installed
Services for Network File System	Not installed
Windows Search Service	Not installed
Windows Server 2003 File Services	Not installed
File Replication Service	Not installed
Indexing Service	Not installed

Description:

[File Server](#) manages shared folders and enables users to access files on this computer from the network.

⌵ **Resources and Support**

Last Refresh: 10/2/2013 1:31:53 PM [Configure refresh](#)



Windows Server Backup

- Server 2008 introduced a new backup solution that has been designed specifically for smaller organizations, which is indicated by its redesigned architecture and options for an organization.
- In the early days of backup, you could only back up to tape. Then the capability to backup to media was added, in addition to tape support. Server 2008 allows back up to only media, including DVDs and external drives.
- This is a big shift, and Microsoft's explanation on the removal of tape drive support is that it found that customers who used tapes for back up use third-party back up solutions. So they wanted to better tailor the back up applications to those who use the in-product backup solution: smaller organizations.



Windows Server Backup

- WSB is a feature, which is installed via the Server Manager. There are two subcomponents. The main WSB component contains the core WSB graphical and CLI environments. The Command-Line Tools component contains a script for managing backups via PowerShell.
- This is illustrated on the next slide.



Player ▾ | [Icons] | [Icons] | [Icons]

Windows Server Backup

Add Features Wizard

Select Features

Select one or more features to install on this server.

Features:

- Remote Assistance
- Remote Differential Compression
- Remote Server Administration Tools
 - Removable Storage Manager
 - RPC over HTTP Proxy
 - Simple TCP/IP Services
 - SMTP Server
- SNMP Services
 - Storage Manager for SANs
 - Subsystem for UNIX-based Applications
 - Telnet Client
 - Telnet Server
 - TFTP Client
- Windows Internal Database
- Windows PowerShell (Installed)
- Windows Process Activation Service
 - Windows Server Backup Features
 - Windows Server Backup
 - Command-line Tools
 - Windows System Resource Manager
 - WinRM IIS Extension
 - WMI Service

Description:
[Windows Server Backup Features](#)
allow you to back up and recover your operating system, applications, and data. You can schedule backups to run once a day or more often, and can protect the entire server or specific volumes.

[More about features](#)

< Previous Next > Install Cancel

Start | [Icons] | Server Manager | [Icons] | 1:35 PM



Windows Server Backup

- Performing a backup is simple, which is the point behind WSB.
- You must be an administrator or a member of the backup operators group to perform a backup.
- To switch between performing a full or incremental backup, use the Configure Performance Settings action within WSB. Additionally you can select different types of backup for each volume if required. This is shown on the next page.



Windows Server Backup

File Action View Help



Windows Server Backup (Local)

You can perform a single backup or schedule a regular backup using this application.

No backup has been configured for this computer. Use Backup Schedule Wizard or Backup Once Wizard to perform a regular or one-time backup.

Messages

Time	Message	Description

Status

Last Backup

Status: -
Time: -
 View details

Next Backup

Status: -
Time: -
 View details

All Backups

Total backups: 0 copies
Latest copy: -
Oldest copy: -
 View details

Actions

- Backup Schedule...
- Backup Once...
- Recover...
- Configure Performanc...
- Connect To Another ...
- View ▾
- Help



Player | [Icons] | Windows Server Backup

File Action View Help

Windows Server Backup (Local)

You can perform a single backup. No backup has been configured for this computer.

Messages

Time	Message

Status

Last Backup

Status: -
Time: -
View details

Optimize Backup Performance

You can optimize backup and server performance by choosing one of the following settings.

- Always perform full backup
This option slows down the backup speed, but does not impact overall performance.
- Always perform incremental backup
This option increases the backup speed, but might decrease performance of the volume because shadow copies are left behind. Not recommended for servers with hard disk-intensive applications.
- Custom
This option enables you to configure each volume separately to either run full backups or incremental backups.

Volume	Backup Option
Local disk (C:)	Full backup

OK Cancel

Actions

Windows Server Backup...

- Backup Schedule...
- Backup Once...
- Recover...
- Configure Performanc...
- Connect To Another ...
- View
- Help

Start | [Icons] | Windows Server Back... | 2:00 PM



Player | [Icons]

Windows Server Backup

File Action View Help

[Navigation icons]

Windows Server Bac

You can perform a

No backup has been config

Messages

Time

Status

Last Backup

Status: -
Time: -
View details

Backup Schedule Wizard

Getting started

You can use this wizard to configure backups to run on a regular schedule.

To create a backup schedule, you should first decide:

- What to backup (full server or just certain volumes)
- When and how often to backup
- Where to store the backups (which hard disks)

To continue, click Next.

[More about scheduling backups](#)

< Previous Next > Finish Cancel

Actions

Windows Server Backup...

- Backup Schedule...
- Backup Once...
- Recover...
- Configure Performanc...
- Connect To Another ...
- View
- Help

Start | [Taskbar icons]

Windows Server Back...

[System tray icons] 2:01 PM



Player | [Icons]

Windows Server Backup

File Action View Help

Windows Server Backup

You can perform a backup

No backup has been configured

Messages

Time

Status

Last Backup

Status: -

Time: -

View details

Backup Schedule Wizard

Select backup configuration

Getting started

Select backup configuration

Specify backup time

Select destination disk

Label destination disk

Confirmation

Summary

What type of configuration do you want to schedule?

Full Server (recommended)
I want to back up all my server data, applications, and system state.
Backup size: 8.30 GB

Custom
I want to exclude some volumes from scheduled backups.

[Backing up only the system state of the server using the command line](#)

< Previous Next > Finish Cancel

Actions

Windows Server Backup...

- Backup Schedule...
- Backup Once...
- Recover...
- Configure Performanc...
- Connect To Another ...
- View
- Help



Player | [Icons]

Windows Server Backup

File Action View Help

Windows Server Backup

You can perform a backup of your server's data.

No backup has been configured.

Messages

Status

Last Backup

Status: -

Time: -

View details

Backup Schedule Wizard

Specify backup time

Getting started

Select backup configuration...

Specify backup time

Select destination disk

Label destination disk

Confirmation

Summary

How often and when do you want to run backups?

Once a day

Select time of day: 9:00 PM

More than once a day

Click an available time and then click Add to add it to the backup schedule.

Available time: 12:00 AM, 12:30 AM, 1:00 AM, 1:30 AM, 2:00 AM, 2:30 AM, 3:00 AM, 3:30 AM, 4:00 AM, 4:30 AM

Scheduled time: 9:00 PM

Add >

< Remove

[Learn about advanced scheduling options using the command line](#)

< Previous | Next > | Finish | Cancel

Actions

Windows Server Backup...

- Backup Schedule...
- Backup Once...
- Recover...
- Configure Performanc...
- Connect To Another ...
- View
- Help



Player ▾ | [Icons] | [Close]

Server Manager

File Action View Help

Server Manager (MARK-SERVER)

- Roles
- Features
- Diagnostics
- Configuration
- Storage
 - Windows Server Backup
 - Disk Management

Backup Schedule Wizard

Select destination disk

Getting started
 Select backup configur...
 Specify backup time
Select destination disk
 Label destination disk
 Confirmation
 Summary

Select one or more disks to store your backups. You can use multiple backup disks if you want to store disks offsite.

Backup item size: 8.30 GB
 Recommended disk size: 12.44 GB

Available disks:

	Disk	Name	Size	Used Space	Volumes in Disk
<input checked="" type="checkbox"/>	1		40.00 GB	0 KB	

Show All Available Disks...

< Previous Next > Finish Cancel

Server Backup

- Backup Schedule...
- Backup Once...
- Over...
- Configure Performance Settings...

Start | [Icons] | Server Manager | [Icons] | 2:07 PM



Player ▾ | [Icons] [Close]

Server Manager [Close]

File Action View Help

[Navigation Icons]

Server Manager (MARK-SERVER)

- Roles
- Features
- Diagnostics
- Configuration
- Storage
 - Windows Server Backup
 - Disk Management

Backup Schedule Wizard [Close]

Confirmation

Getting started

Select backup configur...

Specify backup time

Select destination disk

Label destination disk

Confirmation

Summary

You are about to create the following backup schedule.

Backup items: Full server (Local disk (C:))

Backup times: 9:00 PM

Backup destinations:

Name	Label	Size	Used Spa
Mark-Se	2014_03_12 14:07 D...	40.00 GB	0 KB

< Previous Next > Finish Cancel

Server Backup

up Schedule...

up Once...

ver...

gure Performance Settings...

Start | [Icons] | Server Manager | [Icons] | 2:08 PM



The screenshot shows the Windows Server Manager interface with the Backup Schedule Wizard open. The wizard is in the 'Summary' step, indicating that the backup schedule has been successfully created. The status message reads: 'Status: You have successfully created the backup schedule. Your first scheduled backup will happen at 3/12/2014 9:00 PM. Make sure that the disks that you are using as backup destinations are attached to this computer and available.' The left sidebar of Server Manager shows the navigation tree with 'Windows Server Backup' selected. The taskbar at the bottom shows the Start button, several application icons, and the system tray with the time 2:11 PM.



Player ▾ | [Icons] [Close]

Server Manager [Close]

File Action View Help

[Icons]

Server Manager (MARK-SERVER1)

- + Roles
- + Features
- + Diagnostics
- + Configuration
- Storage
 - Windows Server Backup
 - Disk Management

Windows Server Backup

Windows Server Backup

You can perform a single backup or schedule a regular backup using Windows Server Backup.

Messages

Time	Message	Description

Status

<p>Last Backup</p> <p>Status: -</p> <p>Time: -</p> <p> View details</p>	<p>Next Backup</p> <p>Status: Scheduled</p> <p>Time: 3/12/2014 9:00 PM</p> <p> View details</p>
--	--

Scheduled Backup

Actions

Windows Server Backup

- Backup Schedule...
- Backup Once...
- Recover...
- Configure Performance Settings...
- View ▾
- Help



File Server Resource Manager Tools

- On a Windows Server 2008/2012 server with File Services installed as a role (also on servers without this role), the File Server Resource Manager tool is a file system management and reporting configuration tool designed for system administrators.
- This tool first appeared in Server 2003 R2 and provides SAs the ability to configure quota management at the volume and folder level, create and apply file screening policies, generate alert notifications and reports on a schedule and in real time, and classify folders and files based on administratively defined criteria.
- FSRM can be used to set limits on storage amounts allocated to users or groups of users (group level policy implementations).
- FSRM also allows for the enforcement of policies by creating reports and generating notifications of policy violations.



Player | [Icons]

File Server Resource Manager

File Action View Help

[Navigation Icons]


Name
Quota Management
File Screening Management
Storage Reports Management

Actions

File Server Resource Ma...

- Connect to Another C...
- Configure Options...
- View
- Export List...
- Help

Start | [Icons] | Server Manager | File Server Resour... | Microsoft Windows | Optional update deliv... | [Icons] | 2:51 PM

 **Activate Windows now**
Click this message to start activation.



Player | [Icons] | File Server Resource Manager

File Action View Help

File Server Resource Manager (Local)

- Quota Management
 - Quotas
 - Quota Templates**
- File Screening Management
- Storage Reports Management

Quota Template	Limit	Quota Type	Quota Label
100 MB Limit	100 MB	Hard	
200 MB Limit Reports to User	200 MB	Hard	
200 MB Limit with 50 MB Ex...	200 MB	Hard	
250 MB Extended Limit	250 MB	Hard	
Monitor 200 GB Volume Us...	200 GB	Soft	
Monitor 500 MB Share	500 MB	Soft	

Actions

Quota Templates

- Create Quota Templa...
- Refresh
- View
- Help

Start | Server Manager | File Server Resourc... | Microsoft Windows | Optional update delive... | 2:51 PM



Player | [Icons] | File Server Resource Manager

File Action View Help

File Server Resource Manager (Local)

- Quota Management
 - Quotas
 - Quota Templates
- File Screening Management
- Storage Reports Management

Create Quota

Quota path: [Text Box] [Browse...]

Create quota on path
 Auto apply template and create quotas on existing and new subfolders

Quota properties
 You can either use properties from a quota template or define custom quota properties.

How do you want to configure quota properties?

Derive properties from this quota template (recommended):

100 MB Limit [Dropdown]

200 MB Limit Reports to User
 Monitor 200 GB Volume Usage
 Monitor 500 MB Share
 200 MB Limit with 50 MB Extension
 250 MB Extended Limit

Summary:

- Quota:
 - Source template: 100 MB Limit
 - Limit: 100 MB (Hard)
 - Notification: 4
 - Warning(85%): Email
 - Warning(95%): Email, Event log

[Help] [Create] [Cancel]

Taskbar: Start | Server Manager | File Server Resource... | Microsoft Windows | Optional update deliver... | 2:54 PM



Player | [Icons]

File Server Resource Manager

File Action View Help

File Server Resource Manager (Local)

- Quota Management
 - Quotas
 - Quota Templates
- File Screening Management
- Storage Reports Management

Filter: Show all: 1 items

Quota Path	%	L..	QU...	Source Tem...	Match T...	Quot...
Source Template: 200 MB Limit Reports to User (1 item)						
C:\Users	0..	2..	Hard	200 MB Limit...	Yes	

Quota details: C:\Users

- Limit: 200 MB (Hard)
 - Used: 1.63 MB (0%) Peak Usage: 1.63 MB (0%) Peak Time: 3/12/2014
 - Available: 198 MB
- Volume details: C:
 - Capacity: 40.0 GB
 - Hard quota allocation: 200 MB (0%)
 - Available: 31.7 GB

Actions

Quotas

- Create Quota...
- Refresh
- View
- Help

Selected Quotas

- Create Template from Quota...
- View Quotas Affecting Folder
- Edit Quota Properties...
- Delete Quotas
- Reset Peak Usage
- Enable Quotas
- Disable Quotas
- Help

Start | Server Manager | File Server Resource... | Microsoft Windows | Optional update deliver... | 2:55 PM



Player | [Icons] | File Server Resource Manager

File Action View Help

File Server Resource Manager (Local)

- Quota Management
 - Quotas
 - Quota Templates
- File Screening Management
 - File Screens
 - File Screen Templates
 - File Groups
- Storage Reports Management

File screen Template	Screening ...	File Groups
Block Audio and Video Files	Active	Block: Audio and Video Files
Block E-mail Files	Active	Block: E-mail Files
Block Executable Files	Active	Block: Executable Files
Block Image Files	Active	Block: Image Files
Monitor Executable and System F...	Passive	Warn: Executable Files, System Files

Actions

File Screen Templates

- Create File Screen Te...
- Refresh
- View
- Help

Start | Server Manager | File Server Resourc... | Microsoft Windows | Optional update delive... | 2:52 PM



File Server Resource Manager

File Action View Help

File Server Resource Manager (Local)

- Quota Management
 - Quotas
 - Quota Templates
- File Screening Management
 - File Screens**
 - File Screen Templates
 - File Groups
- Storage Reports Management

Create File Screen

File screen path: C:\Users Browse...

File screen properties

You can either use properties from a file screen template or define custom file screen properties.

How do you want to configure file screen properties?

- Derive properties from this file screen template (recommended):
 - Block Audio and Video Files
 - Block Executable Files
 - Block Image Files
 - Block E-mail Files
 - Monitor Executable and System Files

Summary of file screen properties:

- File screen:
 - Source template: Block Audio and Video Files
 - Screening type: Active
 - File groups: Audio and Video Files
 - Notifications: Email, Event log

Help Create Cancel



Player | [Icons]

File Server Resource Manager

File Action View Help

← → [Icons]

File Server Resource Manager (Local)

- Quota Management
 - Quotas
 - Quota Templates
- File Screening Management
 - File Screens**
 - File Screen Templates
 - File Groups
- Storage Reports Management

Filter: Show all: 1 items

File Screen Path	Screeni...	File Groups	Source Tem...	Ma...
Source Template: Block Audio and Video Files (1 item)				
C:\Users	Active	Block: Audio and...	Block Audio ...	Yes

File screen details: C:\Users

- Screen type: Active
- File groups (Block): Audio and Video Files

Screening hierarchy details: C:\Users

- Effectively blocked: Audio and Video Files
- Exceptions on subfolders: 0

Actions

File Screens

- Create File Screen...
- Create File Screen Exception...
- Refresh
- View
- Help

Selected File Screens

- Create a Template from File Screen...
- Edit File Screen Properties...
- Delete File Screens
- Help



Player ▾ | [Icons] | [Icons]

File Server Resource Manager [Icons]

File Action View Help

[Icons]

File Server Resource Manager (Local)	File Groups	Include Files	Exclude Files	Actions
<ul style="list-style-type: none"> Quota Management <ul style="list-style-type: none"> Quotas Quota Templates File Screening Management <ul style="list-style-type: none"> File Screens File Screen Templates File Groups Storage Reports Management 	<ul style="list-style-type: none"> Audio and Vi... Backup Files Compressed... E-mail Files Executable ... Image Files Office Files System Files Temporary F... Text Files Web Page Files 	<ul style="list-style-type: none"> *.aac, *.aif, *.aiff, *.asf, *.asx, *.au... *.bak, *.bck, *.bkf, *.old *.ace, *.arc, *.arj, *.bhx, *.bz2, *.ca... *.eml, *.idx, *.mbox, *.mbx, *.msg, *... *.bat, *.cmd, *.com, *.cpl, *.exe, *.i... *.bmp, *.dib, *.eps, *.gif, *.img, *.jff... *.doc, *.dot, *.mad, *.maf, *.mda, *... *.acm, *.dll, *.ocx, *.sys, *.vxd *.temp, *.tmp, ~* *.asc, *.text, *.txt *.asp, *.aspx, *.cgi, *.css, *.dhtml, *... 	<ul style="list-style-type: none"> Create File Group... Refresh View Help 	

Start | [Icons] | Server Manager | File Server Resourc... | Microsoft Windows | Optional update delive... | [Icons] | 2:52 PM



Player ▾ | [Icons] | [Close]

File Server Resource Manager [Close] [Maximize] [Refresh]

File Action View Help

[Navigation icons]

File Server Resource Manager (Local)

- [-] Quota Management
 - [Icon] Quotas
 - [Icon] Quota Templates
- [-] File Screening Management
 - [Icon] File Screens
 - [Icon] File Screen Templates
 - [Icon] File Groups
 - [Icon] Storage Reports Management

Report task	Target	Schedule	St...	Las...	La...	Ne...

Actions

Storage Reports Management ▾

- [Icon] Schedule a New Report Task...
- Add or Remove Reports for a Report Task...
- Generate Reports Now...
- [Icon] Refresh
- View ▾
- [Icon] Help

Start | [Icons] | Server Manager | File Server Resourc... | Microsoft Windows | Optional update delive... | [Icons] | 2:53 PM

