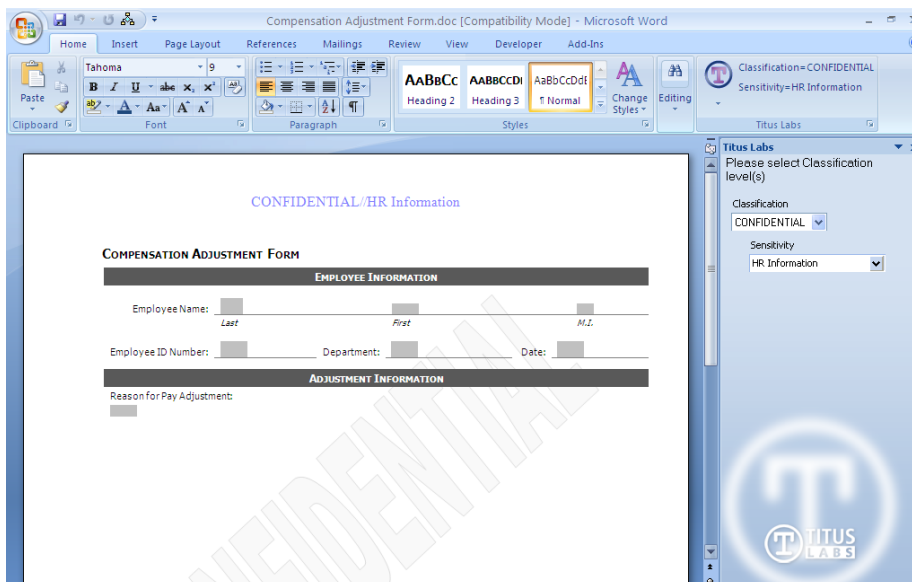


Titus Labs Document Classification for Microsoft® Word, Excel and PowerPoint

In today's collaborative work environments, documents are regularly shared among employees, customers, and partners. This presents a challenge to organizations that must protect information assets while promoting information sharing. The critical first step in solving this challenge is to classify documents at the time of creation, so that the organization can identify the information's value, and manage the data accordingly.

Titus Labs Document Classification is a classification and policy enforcement tool that ensures all Microsoft Office documents are classified before they can be saved, printed, or sent via email. Labels are fully customizable to meet internal and regulatory marking standards, and can be used to indicate any type of information, including data sensitivity (Public, Confidential), department (HR, Finance), and retention period (Archive for 30 Days). Users add classifications with a simple and intuitive interface that requires little or no user knowledge of regulatory marking standards.

By enabling users to classify documents upon creation, organizations can add structure and context to the vast number of Word, Excel, and PowerPoint documents that are created and shared every day. Document Classification easily integrates into existing IT environments and enhances other infrastructure solutions, providing an excellent ROI and immediate compliance and information protection impact.



Classified document with customizable headers, footers, and watermark (Office 2007)

Highlights

Titus Labs Document Classification is a document labeling solution for Microsoft Office that allows users to classify documents at the time of creation. This enables organizations to:

- Clearly identify information value and sensitivity through visual markers (headers, footers, watermarks, and portion markings)
- Generate metadata to enhance DLP, encryption, search, and archiving solutions
- Prevent inadvertent disclosure of documents through email
- Ensure adoption of Microsoft Rights Management Services® (RMS)

Try it!

To evaluate the product, request a free trial at www.titus-labs.com/software/demoForm.html or view a demo at www.titus-labs.com/resources/demos.html

System Requirements

Designed for Microsoft Office 2003 and 2007 (Word, Excel, PowerPoint), the software is client-based and requires no server.

Complementary Titus Labs Products

Message Classification™ for Microsoft Outlook® provides classification and labeling for Outlook and Outlook Web Access®.



Message Classification Features and Benefits

Key Features	Benefits
Classification Selector	Prompts users to classify Microsoft Office Word, Excel, and PowerPoint documents, enabling organizations to enforce their classification policies in a simple, non-intrusive way.
Label Marker	Applies visual markings to headers, footers, and watermarks to clearly identify the sensitivity of the information.
Portion Marker	Applies classifications to individual portions of a document, and reflects the highest portion marking in the document's overall classification.
Metadata Generator	Creates metadata to enhance archiving, data loss prevention (DLP), and perimeter security solutions, as well as provide interoperability with Titus Labs Message Classification.
Policy Verifier	Inspects the document for policy violations before saving, and provides instant feedback so that the author can correct any problems.
Security Enabler	Adds an extra layer of security by automatically applying enterprise rights management (ERM) protection, including Microsoft Rights Management Services.
Administration Tool	Enables central configuration and deployment of classification labels and policies, including government classification guidelines such as CAPCO, CUI, and ITAR.

Guided classification makes it easy for users to select the correct labels

About Titus Labs

Titus Labs is the leading provider of email and document classification software solutions that make it possible for organizations to manage and control the flow of sensitive information inside and outside their enterprise and to meet policy and compliance requirements. Titus Labs Message and Document Classification solutions allow companies in the military, government, financial services, and healthcare industries to share information securely. Titus Labs solutions help enterprises adhere to information security regulations such as Sarbanes-Oxley, NASD 2711, HIPAA and others. Based in Ottawa, Canada, Titus Labs is privately held. For more information on the company, visit us at www.titus-labs.com.



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