

MacroView Enhanced Document Security (EDS)

Would you like users who are able to save or delete a document in an on-premises SharePoint Server also be able to specify access permissions for that document? MacroView EDS is an optional module available for MacroView DMF that makes it easy for users with Contribute role to specify document-level security so that the document is My Eyes Only or to assign specific access rights to selected other users and / or groups.

Making It Easy for End-Users to Set Document-Level Permissions

As documents are saved or uploaded to an on-premises SharePoint Server, MacroView EDS extends the profiling (metadata capture) dialog displayed by MacroView DMF so that the user can easily specify access permissions for the document. The result is that end-users are happy to save sensitive documents in areas of SharePoint that would otherwise be visible to all users.



- Clicking the *Private* check-box (highlighted in red below) creates unique permissions for the document so that the current user is the only end-user who has permission to the document (i.e. *My Eyes Only* for that user).
- By clicking the adjacent *Manage Permissions* button (highlighted in green below) you can select other users and / or groups and specify the level of access for each – not exceeding the access permission of the current user.
- The current user needs only to have *Contribute* level permissions – Administrator level access is not required. This reduces workloads for Administrators.
- The resulting permissions are the same as the permissions created by an Administrator-level user with the SharePoint web browser UI.
- Documents that have specific access permissions are highlighted with a special icon in MacroView file list displays.
- By right-clicking a document in a MacroView file list and choosing *Manage Permissions* you can adjust the custom access permissions or revert to the default permissions for the area of SharePoint where the document is stored.
- The same permission setting is available as you create Folders and Document Sets.

