



# Connector for IBM Notes

**Email attachment offloading for IBM Notes without a change in workflow**

**Secure sending and management of files and/or folders of any size**

**Extensive security features for administrators and end users**

## End User Features

These productivity enhancing features are available when sending emails.

- **Send links** to files or folders of **any size** resident on the Thru Cloud or locally
- **Expiration Date** – Set the number of days the link to the content will remain active
- **Request Login** – Recipients must authenticate email ownership in to download files, preventing content access in email forwarding instances
- **Private Message** – Encrypted message for sending personally identifiable information, passwords, and other sensitive data to an email recipient
- **Request a Read Receipt** – email notification alerts whenever a file is downloaded and when all files in an email have been downloaded
- **Dropbox** – link to a user's personal Dropbox can be included in their email signature to enable recipients of emails to securely return files back to sender
- **Tracking** – Tracking number providing for all emails, providing comprehensive transfer activity for single or multi recipient instances
- **Recipient Download** – Java and Browser options available for recipients to download files

**Supports IBM Notes versions 6.5 and higher**

### Operating Systems Supported

- Windows XP
- Windows 7

### Installation

- Connector is installed only on the client side
- Nothing must be installed on the server

## Sent Emails

Thru enables end users to modify sent emails along with file download activity tracking by each recipient.

- **Change expiration date** or **expire immediately**
- **Remove** one or more **attachments** from sent files after sending
- **Remove** one or more **recipients** access to all files after sending
- View all sent files at once
- **Visibility** - See who has downloaded which files and when
- **Expand Distribution List** – sends individual links to each recipient on an email list to enable complete tracking for the individuals
- **View all** transaction activity that has taken place on a file at once
- **Delete** the email completely

## Thru Explorer

The Thru Explorer is a desktop application installed with the IBM Notes connector that provides end user access to files and functionality in Thru.

- **Browse** the Thru Cloud including personal, shared, and project files
- **Upload and download** files to Thru using drag and drop or selection from the computer
- Select and request **publishing links** for a file
- Select a file and send using IBM Notes

## Administration and Security

Administration and security features enable policy enforcement, password management, and much more to ensure that the system is used as desired.

### Policy Enforcement for file sending which can be locked down or enable users to modify

- Require users to use Thru to send any file or make it optional
- Define a **default expiration date** for links to files
- Set **expiration date limit**
- **Customizable Support Email** – direct users to the Thru help desk or your internal support
- **Customizable Email Templates**
- **Retention Rules** – Multiple rules can be configured to delete files from Thru storage after a given time for the entire site, user groups, individual users, the file system or file types.

### Password Management

- Password authentication or **SSO** using Windows Active Directory
- Enable or disable **automatic password expiration**
- Enable or disable **automatic login lockout**
- Allow or **prevent reuse of previous passwords**
- Requirements for **password format** including minimum length, requirement of letters, digits, uppercase, lowercase and special characters.

### Other Security Features

- **Auditing** of every transaction on every file sent or stored in Thru
- **TLS 256-bit AES encryption**
- **256-bit AES encryption at rest**
- Proxy server support