Learn How to Share

Know what to look for in a file sharing service.

1

Look for security and privacy certifications.

Choose a platform that complies with industry standards for security and privacy, and has third-party certifications—such as ISO 27001 and ISO 27018—to prove it.

2

Evaluate end-user experience.

The key to IT oversight is platform adoption. Learn what people are using—choose the service that provides the best combination of enterprise-grade security and usability.

3

Don't compromise on data reliability.

Look for a service that maximizes data availability and protects against data loss with state-of-the art systems that provide frequent, redundant backups across multiple geographies.

4

Insist on data encryption.

Data should be encrypted at all times—while resting on the server and while in transit to and from the server. Look for industry-standard encryption protocols, such as Advanced Encryption Standard (AES) (256 bits) and Transport Layer Security (TLS).

5

Look for APIs.

Developers use Application Programming Interfaces (APIs) to interact with other company's apps and services. To make it easy to integrate a sharing service into your workflow, look for a solution that offers APIs for the apps you use.

6

Control access to files.

Choose a solution that provides management and authentication controls—such as Single Sign On (SSO) and Identity Management (IDM)—to ensure file access can be granted by individual and group.

7

Incorporate security management.

Integrate your sharing service with your security analysis and Data Loss Prevention (DLP) tools to ensure your security team is notified—and/or sharing is blocked automatically—before confidential data, such as credit card numbers, is exposed.

8

Put controls to the test.

Explore the interaction between the service and your company's day-to-day administrative, security, and workflow practices to ensure data flows quickly, smoothly, and unimpeded. After all, a sharing solution succeeds when it accelerates workflow.

Quick Tips

Inspect security and backup practices

Consider end-user experience

Explore app integrations

Determine day-to-day impact