



## Identity Finder Secure Deletion FAQ

### Overview

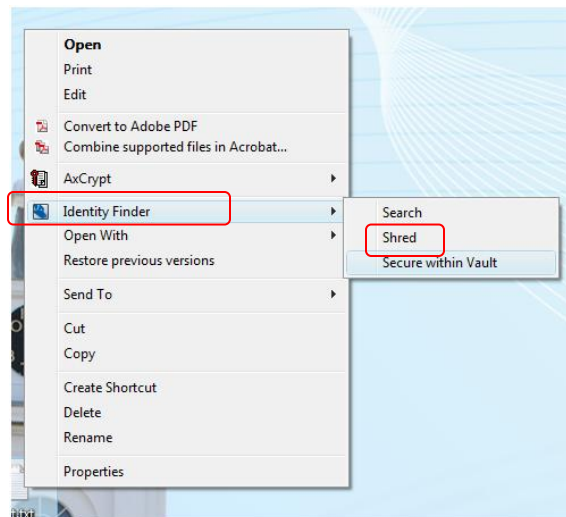
Identity Finder is a DLP (Data Loss Prevention) tool that finds sensitive data on computers, network drives and databases, and can either digitally shred or encrypt that data. This FAQ will explain how to delete sensitive data so it is digitally shredded.

### Securely Deleting Files

Although you may think a file is deleted when you put in your computer's Recycle Bin, files deleted through normal Windows functionality can actually be recovered. Identity Finder employs digital shredding technology based on the United States Department of Defense standards. This means it uses multiple levels of deletion so that the file you delete may not be recovered, even by undelete programs.

If you want to delete files containing highly sensitive information (Social Security Numbers, Financial Data, etc.) follow the easy instructions below.

1. In Windows Explorer, click Right Click on the file you want to shred and select "Identity Finder" and then "Shred".



2. You will see a dialog box that says "Shred File." Click "Yes" to shred the file. Please note that a shredded file cannot be recovered.

