

Pinpoint Labs Harvester Server is a software application that enables users to collect data on remote systems from one shared location.

Users are able to create individual projects for different collection needs, launch and manage jobs from a remote location.

Users are also able to create, edit and manage jobs that can be used for any project.

Harvester Server can be tailored to suit remote collection needs.

# **Activating Harvester Server**

## **ONLINE ACTIVATION**

Harvester Server can be licensed and run from a shared network location or host computer.

Reference Video: <u>Harvester Server - Download and Activate</u>

To install and activate, follow these steps:

- Download the Harvester ZIP file specified in your registration email.
- Unzip the entire Harvester ZIP file contents to a shared folder or drive.
- Double click the Harvester Server application File *Harvester Server.exe* via its UNC path.
- When the new window displays asking "Do you want to register Harvester now?" click Yes



• Enter Account ID and click *Register* to activate the product using online activation.

	5 Runs Remaining
PRODUCT ACTIVATION	Offline Registration
You can activate this copy of Harvester by typing your Account ID in the box below and clicking "Register." If you do not have an internet connection, click "Offline Registration."	Purchase
Account ID:	Register
	Cancel

## OFFLINE REGISTRATION

Should a firewall block the connection to the licensing server, offline activation can be accomplished by doing the following:

<u></u> <u> </u>	RVESTER	5 Runs Remaining
		Online Registration
To obtain an a 888-304-1096 number listed i support@pinpo	ctivation key, call Pinpoint Labs at with your Account ID and the serial below or email this information to pintlabs.com.	Purchase
Account ID:	HS-Fugazi-10	Berister
Serial Number:	b8cc39b9469b	

- Enter your account ID and click Offline Registration.
- A serial number will be generated; call 1-888-304-1096 or email <u>support@pinpointlabs.com</u> with your Account ID and the serial number.
- Pinpoint Labs will generate an Activation key for you; enter this in the space provided and click **Register**.

#### **TRANSFER LICENSE**

Another advantage of Harvester Server is the ability to move it from location to location. Once activated on a server, you can perform your collection, deactivate and move the license to another network or server. The **Tools** menu has an option to **Deactivate License**, restoring the license to be used again elsewhere. Deactivating the license requires internet access.



Once you have placed the .zip file contents onto another device or computer, you can activate the license using your same Account ID.

#### ACCESSING PRODUCT AND LICENSING DETAILS

The items listed below can be accessed in the Harvester Server **About** screen from the **Registration** icon located under the Tools Tab as shown below:

1	X
HAR	VESIER
BYPIN	POINTLABS
Version:	4.1.126
Copyright:	2015 Pivotal Guidance, Inc
License:	Registered Copy
Serial ID:	b8cc39b9469b
Account ID:	HS-Fugazi-10
Total Concur	rencies: 10
Total in use:	0
Deactivate	OK

- Version
- Serial ID
- Account ID
- Total Concurrences
- Deactivate (License)

**NOTE:** If using Harvester Hybrid licenses, **Manage Licenses** will also appear in the About screen

Deactivating the server license will disable all concurrences. Once the server license is successfully deactivated, Harvester can be registered on a different location.

### ADDITIONAL FILE REQUIREMENTS

To be able to launch jobs remotely via PsExec or Relay Auto Deploy, you will need to download and add additional files to the Harvester Server Folder. To download and add these files, follow these steps:

• Open the internet browser of your choice and search for PsTools.

ideos	Images	News	Books	More 💌	Search tools
00 result - Tec rosoft.co	ts (0.26 seco hNet - Mi m/en-us//b sTools suite	onds) crosoft ob896649.as includes c	spx ▼ Micro ommand-line	osoft TechNe e utilities for	it T
	00 result - Tec rosoft.co I - The P unning o	00 results (0.26 seco - TechNet - Mi rosoft.com/en-us//b - The PsTools suite unning on local or rer	00 results (0.26 seconds) - TechNet - Microsoft rosoft.com/en-us//bb896649.a - The PsTools suite includes c unning on local or remote compu	00 results (0.26 seconds) - TechNet - Microsoft rosoft.com/en-us//bb896649.aspx ▼ Micro I - The PsTools suite includes command-line unning on local or remote computers, running	00 results (0.26 seconds) • TechNet - Microsoft rosoft.com/en-us//bb896649.aspx ▼ Microsoft TechNet I - The PsTools suite includes command-line utilities for unning on local or remote computers, running processes

• Download the PsTools suite from Microsoft.com



#### **NOTE:** This is a free download

• Once the PsTools suite is downloaded, extract the files and select the **PsExec** and **pskill** application files. Drag and drop them into the Harvester Server folder.

	DevExpress.XtraTreeList.v13.2.dll
	÷ <u>I</u> ≄ Harvester Server
	≑ <u>I</u> ≑ HSDispatch
	Microsoft.Experimental.IO.dll
	PsExec
	🗾 pskill
_	

# **Creating a Project**

Reference Video: Harvester Server Advanced Part 1- Project Queue and Dispatch Submission Options

Projects simplify organization and distinguish between different Harvester Server collection tasks. Upon starting Harvester Sever for the first time, the project list will be empty.

Open         New         Edit         Create         Subtr File         New         Edit         Brows           Project         File         Job Profile         File         Subtr File         Subtr File         File	B Resulte Return for View Brases Bross Bross Job Hetery 6 Jab Dependence 6	
의 🍘 Projects	Overview Profile Settings	
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ACME IT Audit	Name: ACME Server	
ACME Server		
ACME Legal Hold	Description:	
ACME Backup		
크 🧬 Job Profile		
- P ACME Accounting		
ACME Audit Review		
ACME IT Department	Currently Selected Profiles Available Profiles	
ACME Safe	Job Profile(s): ACME Server Backup	
ACME Server Backup	ACME Safe ACME Audit Review	
🖃 🎡 Previous Unmanaged Jobs	ACME IT Department	
14Jul14-101315 - ACME Audit Review		
43ul14-101233 - ACME Safe		
- 🙀 14Jul 14-101203 - ACME Audit Review		
14Jul14-101130 - ACME Server Backup		
14Jul 14-101106 - ACME Server Backup		
143ul14-101038 - ACME Safe		
14Jul 14-101014 - ACME Accounting		
14Jul 14-100953 - ACME Audit Review		

Create your first project with Harvester Server.

- Select **New** in the project section of Harvester Server; this will open a clean template for creating a project.
- Fill in a name that can be used to separate this project from other projects that may be in the project tree. This name will be the permanent project title.
- Select any jobs to be *selected by default* in the Job Queue Manager. The profiles can be edited in the Job Queue Manager before launching.

**NOTE:** All profiles will be available in the Job Queue Manager; however, profiles selected here will be selected by default.

#### **PROFILE SETTINGS TAB**

#### QUEUE AND DISPATCH OPTIONS

Queue and Dispatch	ptions	
Hold status:	Released	
Priority:	5 💌	
This license provide:	for 15 jobs.	
Maximum license to	ise: 15 🌩	
🔽 Do not run multip	e job profiles simultaneously on the same computer	

*Hold Status*: The hold status will set the default of each job submitted within Harvester Server to Held or Released. This will determine whether the administrator will have to manually release each job or whether they will be released automatically.

**Priority:** The priority set by the user will determine if the project will launch submitted collection jobs compared to other projects that have submitted collection jobs. Higher priority projects will launch jobs before lower priority projects.

*Maximum licenses to use:* This option allows the user to select how many of the available licenses they want the project to use. For example, if the user has Harvester Server with three

licenses available and only selects one, then two other licenses will be available at all times for other projects to use.

**Do not run multiple job profiles simultaneously on the same computer:** When checked, this will prevent Harvester Server from running multiple, simultaneous collections on the same computer. If unchecked, multiple collection jobs will be run on the same computer if they are queued in that manner.

## SUBMISSION OPTIONS

Users can select between using Harvester Server's **Relay** or **PsExec** to launch collection jobs in a specific project. If **PsExec** is selected, the user will see the option to enter credentials for the target system(s).

**NOTE:** Credentials for target systems can be added later on, but they will have to be entered for each computer individually.

**PSEXEC** is a command line based administration tool that enables the remote execution of processes on other systems. PsExec comes in the *PsTools* suite commonly used by IT professionals and administrators. Collection jobs submitted in a project can be launched using PsExec, provided the user has credentials for each of the individual target systems.

Here exercise	(una bland)	
user name:	Juser Mamel	
Password:	******	Clear
Repeat password:	*****	Passwords

**HRELAY** is a program that can be used in place of PsExec to launch collection jobs that are submitted in a project remotely. HRelay has to be installed on computers that are being collected from.

**NOTE**: Using HRelay requires access to target computers from the shared setting that Harvester Server is located. HRelay can be initiated via Group Policy, or used in conjunction with Relay Auto Deploy.

**RELAY AUTO DEPLOY** option is selected when users want to remotely launch jobs on target computers using Harvester Relay and it isn't already installed and running. Users will be prompted for credentials after *RelayAutoDeploy* is selected from the project options dropdown.

ser Credentials					
User name:	User 1	Vame	_		
Password:	****	****	Clear		
Repeat paceword:			<ul> <li>Passwords</li> </ul>		

When *RelayAutoDeploy* is set as the default job **Submit Options** the following steps will be taken for the target computer:

- Harvester Server pings the target computer to check if it is online.
- Harvester Server executes a PsExec command to copy the HRelay file to the target computer \Windows\System32 folder.
- Harvester Sever executes a PsExec command to start HRelay.
- If the above are successful, Harvester Server will send a request to Relay on the target computer to launch the selected Harvester profile.

**RelayAutoDeploy** can be selected for individual target computers as the Access Method in the Computer List grid from the dropdown if another option was set by default.

Access Method	
k here to add a computer	r.
Relay	-
Relay	
PsExec	
RelayAutoDeploy	

Select **Save** in the project changes portion of Harvester Server and you will have successfully created a project.

# Create a Profile

**Upon starting Harvester Server,** you will first see the main interface screen. From here, you will be able to create and manage both projects and job profiles.

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Main Tools Help		
Open         New         Edit         Create Batch File         New         Edit         Browse         Re           Project         rs         Job Profile         rs	Sume Rerun for View Browse Errors Sob Hetery S	
Projects		
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Previous Unmanaged Jobs		
	Jobs To create a new job profile select, Job in the list to the left and then New in the Job group of the ribbon bar above. To select an existing job profile, expand the list to the left by selecting the arrow in front of Job and click the name of the job.	*
The job dispatcher is running on OWNER-PC. 1 rows were deleted. There	re is no active yob list.	License use: 0 of 10

Opening Harvester Server for the first time, the job profile list will be empty. Click the **New** 

button New and wait for the job creation screen to appear. Enter the name you would like to assign to the job.

Once a job is defined, you can choose to immediately run the job, or save it for an automated collection or future collection project.

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Job						
Save Save As						
File						 _
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<ul> <li>General settings</li> </ul>						^
Job name:	ACME File Col	lection AB001				I
Job file:	ACME File Col	lection AB001.o	cc			
Instructions:						
In case of error:						
Threads to use:	Automatic					
Data assessment mode:	No					
Dry run:	No					
Silent mode:	Yes					
Command to run on start:						
Command to run on end:						
Show command prompt window:	No					

The **Overview** tab provides easy access to all the job profile settings for a saved job. This eliminates the need to click each tab as all the settings are summarized in the Overview tab.

**Previously created Job Profiles** (both from Harvester Server and Harvester Portable) can be imported to the job profile list in Harvester Server, or they can be dragged and dropped from

Windows Explorer into the Job Profile tree area.

Job profiles (.occ) are stored in the \_occ directory in the HARVESTER sub-folder of the Harvester Server directory. Once job profiles are copied and pasted into this folder, users will need to refresh the *Job Profile Tree* by right clicking and selecting *Refresh Tree*, to be able to access them directly from Harvester Server.

Users can remove old or unwanted job profiles by right clicking and selecting **Delete**.



When a job profile is removed, it is not permanently deleted. To recover a removed job profile, follow these steps:

- Browse to the \_occ folder located within the Harvester folder of Harvester Server.
- Change the file extension of the removed job or jobs that you would like to recover from *.ocd* to *.occ*.

Name	Date modified	Type
ACME Audit Review.ocd	7/1/2014 10:11 AM	OCD File
ACME File Collection.occ	7/1/2014 10:11 AM	OCC File
ACME Legal Hold - Accounting.ocd	7/1/2014 10:12 AM	OCD File
ACME PST Filter.occ	7/1/2014 10:12 AM	OCC File
LHTY Server Backup.occ	7/1/2014 10:11 AM	OCC File

• Right click and select *Refresh Tree* to refresh the job profile tree and use the recovered jobs profiles.

#### EDITING A JOB

After a job profile is created or imported, it can be edited at any time. To edit a job profile, follow these steps:

- Select the job profile form the job profiles list and click the *Job Edit* button on the toolbar.
- Once the job editing screen appears, make changes to the job profile as needed.
- When finished, click *Save* or *Save as* to save any changes made to the job profile.
- Exit from the job editing screen, Harvester Server will reappear and any changes made will be effective immediately.



#### **Running a Harvester Server Profile**

#### Reference Video: <u>Running Harvester Server Locally</u>

To run a Harvester Server job locally, click on the profile from the job profiles list and click **Run**. A prompt will appear requiring you to select a project to associate the job with a project or to skip and let the job run independently.

Press <b>"OK"</b> to mai Press <b>"Skip"</b> to ru Press <b>"Cancel"</b> to	ke this job part un job without a o not run the jol	of a project. ny project assoc b.	iation.
Job monitoring an associated with a	d control is only project.	available for job	os that are
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To run a job independent of any projects, select *Skip*. A window will appear that requires the user to select **OK** to continue. Once the job begins, the Harvester progress console will appear and provide important feedback as well as real-time statistics.

**If you would like to associate the job with a project**, you must select which project from the dropdown menu of the prompt, and then select **OK**. A window will appear that will require you to click **OK** to confirm that you want to run that job. Once the job begins, a Harvester Server progress console will appear and provide important feedback as well as valuable statistics. You can also open the project that the running job is associated with and receive real-time statistics from within the project manager.

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Project: Legal Hold ().	
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Run time summary       Job Name:     ACME_Keyword, Search       Run on CPU:     PGi-TEST10       Edit Start     End time:       23 Apr 2015 (13:22:55)       Run on CPU:     PGi-TEST10       Edit Start     Elapsed time:       20 Apr 2015 (13:22:57)       Run by user:     administrator       Edit Starts:     Enumerated without errors Search speed:       Edit Starts:     Enumerated version       Edit Starts:     Enumerated:       Ver all speed:     0 GB/rr       Etracted:     No       Uverall speed:     0 GB/rr	Î
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**NOTE:** If run independent of a project, job results can be viewed by selecting the job from the *Unmanaged jobs* list, then selecting *View Results* from the toolbar.

Y	Main	ools								
Open	New Edit	Create Batch File	Run	New	Edit	Browse	Resume	Rerun for Errors	View	Browse
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1	14Jul 14-1013	15 - ACME Au	dit Review	N						
1	14Jul 14-1012	33 - ACME Sa	fe							
1	143ul14-1012	03 - ACME Au	dit Review	N						
	14Jul 14-1011	30 - ACME Se	rver Back	up						

The Previous Unmanaged Jobs tree does not refresh automatically when a job is completed. To view the latest job that has been run, right click in the tree area and select refresh.

To view history statistics for Jobs that have been run outside of Harvester Server or in a previous version, you can browse out to Job .scj files by using the browse button in the **Job History** section of the toolbar. Job .scj files can also be dragged and dropped into the Previous Unmanaged Jobs area and viewed. Job .scj files can be found in the logs folder of each job.



# **Project Manager - Creating Jobs**

Selecting a project in the project list and clicking *Open* while having will bring you to the Project Manager screen. This screen contains real time statistics of running and/or previously run jobs.

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Close	New	/ Edit	Create Batch File	Open	Refresh	Stop Auto Refresh	Print	Start	Stop	Project Can Submit Jobs	Release Resur	me Rerun for Res Errors	tart Stop D	elete View Re	esults		
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Proces																,	
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			5 WinN	T://PGI2.NET/PG	I-TEST10	PGI-TEST10		Unknown	ACI	ME_Keyword_Search		PendingStart	3236	administrator	04/23/2015 21:12:40	04/23/2015 16:12:40	04/28/2015
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## Reference Video: <u>Harvester Server Advanced Part 1- Project Queue and Dispatch Submission</u> <u>Options</u>

When first opening a project, the Project Manager screen will be empty until collection jobs are submitted to it. To start launching jobs on remote systems, click the *Job Queue Manager* 



## JOB QUEUE MANAGER

The Job Queue Manager is where the user can view all the computers and jobs available to work with and also set up, review and submit any collection jobs.

(ALA)							Job Queu	e Manager		- = :
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			Compu	ter List					Collection Tasks	
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To get started launching jobs on remote systems, you first need to add the target systems to your Computer List Grid. Below are different options for adding target systems to your Computer List Grid.

- By selecting *Click here to add computer* above the Computer List Grid, users can manually add computers to their computer list. Users will have to have computer name and credential information for computers that are added manually. *NOTE:* Harvester Server will not be able to detect whether the information entered is a legitimate system or not, so make sure the system information is correct.
- Importing a computer list is easy with Harvester Server. Simply click *Import computer list* and browse out to your computer list file and click *Open*. The computers in this list will be added to your Computer List Grid.
   *NOTE*: Computer list files need to be formatted in comma separated value (.csv) files to

**NOTE**: Computer list files need to be formatted in comma separated value (**.csv**) files to be successfully imported.

3. Creating a computer list with Active Directory is a good option for those who do not have a previous computer list. Clicking *Create computer list from domain* will create a working computer list file of all the computers on the domain and then export that list

to the export folder. From there, users can select



4. *Import computer list*, browse out to the exported computer list located in the export folder of Harvester Server, and import it into the Computer List Grid.



**Creating a computer list-** There are two ways to create a computer list without using Active Directory search, using a text document or using Microsoft Excel. To make a computer list using a text document, open a new text document, then type the name and description of the target system separated by a comma as shown below.

File	Edit	Format	View	Help			
PGI	TEST	1,WinN	T://PC	IZ.NET/	GI-TEST	1	
PGI	-TEST	2,WinN	T://PC	IZ.NET/	PGI-TEST	2	
PGI	-TEST	3,WinN	T://PC	I2.NET/	PGI-TEST	-3	
PGI	TEST	4,WinN	T://PG	IZ.NET/	PGI-TEST	-4	
PGI	-TEST	5,WinN	T://PG	IZ.NET/	PGI-TEST	-5	
PGI	-TEST	6.WinN	T://PO	IZ.NET/	PGI-TEST	6	
PGI	-TEST	7.WinN	T://PC	IZ.NET/	PGI-TEST	7	
PGI	-TEST	8.WinN	T://PG	IZ.NET/	PGI-TEST	8	
PGI	-TEST	99.Win	NT://F	GI2.NET	PGI-TES	5799	
PGI	4-THI	NK.Win	NT://F	GI2.NET	PGI4-TH	INK	
WTN-	- 3045	IOG5DP	P.Wink	T://PGI	2. NET/WI	N-J04510	OG5DPP

- To enter more than one computer, hit the **Enter** key and repeat the process. When finished adding all the target systems, save to a location accessible by Harvester Server.
- To create a computer list using Excel, open a new Excel spreadsheet. Next, type the computer name in the first column and the computer description in the second column. To add more than one computer, hit the **Enter** key and repeat the process. When finished, save the spreadsheet as a .csv file to a location that Harvester Server can access.

## **CREATING COLLECTION JOBS**

A collection task is a job that an assigned target system is to complete. There are many different scenarios where custom collection jobs need to be created.

Reference Video: Harvester Server 5.0 - Advanced Part 2 - Create and Submit Collection Tasks

A common scenario is submitting collection jobs to the target systems that are currently online, and waiting to submit for the offline systems. To create collection jobs for the scenario follow these instructions.

- Select all computers in the Computer List Grid.
- Right click and select **Ping Selected Computers** to check whether the target systems are online.



- Click and drag **Online status** to the gray area above the grid to sort target systems by online status.
- Select online target systems that need to be collected from and either click create a collection task in the tool bar, or right click and click *Create collection task* from the dropdown menu.
- After reviewing the collection task list, if it is correct, click *Submit collection jobs*.

Another common collection scenario is having different jobs for the target systems within the same project. To create specific collection jobs in the scenario, follow these instructions

Make sure each target system has the correct box checked.

- 1. Drag the **Job Profiles** field into the gray area above the grid to sort the computer list by the job profiles selected for the target systems.
- 2. Select the group of jobs you would like to run at this time to expand the computer list that fits the specifications.

N	ame /	Status	Description	User Name	Password	Access Method	Queue Mode	Priorit
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E	Job Profile:	s: ACME Em	ail-Hold, ACME Email Colle	ction, ACME File	Collection			
]	PGI-TES	Online	Denise Brown			Relay	Released	
=	Job Profile:	s: ACME Em	ail-Hold, ACME Email Colle	ction, ACME File	Collection, A	CME Keyword & Da	te Range Filter	
1	PGI-TES	Offline	Bobby Escalante			PsExec	Released	1
1	Job Profile:	s: ACME Ema	ail Collection, ACME File Co	ollection				
-	Job Profile:	s: ACME Ema	ail Collection, ACME File Co	ollection, ACME K	eyword & Da	te Range Filter		
1	PGI-TEST4	Online	Larry Gray	10		Relay	Released	1

- 3. Select all computers within the sub category and click **Create collection jobs** in the tool bar or right click and select **Create collection jobs** from the drop down menu.
- 4. After reviewing the collection jobs list to make sure it is correct, click **Submit collection jobs** from the tool bar.

After submitting collection jobs, the next step is monitoring and managing them in the Project Manager.

# Project Manager - Managing Jobs

Once jobs are submitted to Harvester Server, they can be tracked and managed from the Project Manager.

roject: ACM	1E Audit Re	evie <mark>w ().</mark>			
escription	/				
Г	Job ID	/ Online Status	Target Computer	Job Name	Job Stage
_ Descripti	ion: Christop	oher Neal			
		3 Unknown	PGI-TEST6	ACME File Collection	Processed 878 of 2488 items (325 of 731 MB)
_ Descripti	ion: Daniel H	larvard			
		5 Online	PGI-TEST8	ACME File Collection	Completed
		8 Online	PGI-TEST8	ACME File Collection	Processed 42 of 1135 items (46 of 376 MB)
- Descripti	ion: David H	arris			
		2 Unknown	PGI-TEST5	ACME File Collection	Processed 264 of 4091 items (144 of 1399 MB
_ Descripti	ion: Kathryn	i Hawes			
		1 Online	PGI-TEST4	ACME File Collection	Completed
		6 Online	PGI-TEST4	ACME File Collection	Processed 267 of 589 items (193 of 394 MB)
- Descripti	ion: Ronald	Garcia			
Г		4 Online	PGI-TEST7	ACME File Collection	Completed
		7 Online	PGI-TEST7	ACME File Collection	Starting job

#### Reference Video: <u>Harvester Server 5.0 - Advanced Part 3 - Additional Job Manager Features</u>

When tracking a job in the Project Manager, there are different stages it will go through that provide important information on how the job is progressing. Below are the titles and brief descriptions of the job stages that will appear when a collection task is running or completed without any errors.

- **Pending Start**: This stage occurs directly after the job is submitted or resumed. During this stage, the collection task is being sent out to the target system and tells Harvester Server where to begin collecting.
- **Pending Stop**: This stage occurs when a stop command is issued to a collection task.
- **Start Issued:** This stage occurs when a start command has been received by Harvester Server but the job is still initializing. Process ID from the target system should be available at this time.
- **Enumerating:** This stage occurs when Harvester Server is running through its first stage on the target system. During enumeration, Harvester Server goes through the target sources and marks each file that fits the collection task criteria for processing. In this stage, there will be real-time statistics on the number of files found and excluded for processing.
- **Processing:** This stage occurs when Harvester Server is going through its second and final stage on the target system. During processing, all files that were marked for

copying during enumeration are copied to the target location. This stage will provide real-time statistics on the number of files that have been processed.

 Completed: This stage occurs when Harvester Server has completed the collection task without any errors. To view more in depth information about the completed job, select the job and click View results from the tool bar or right click on the job and select View results from the dropdown menu.

**Collection jobs will not always run through without any problems.** These Harvester Server job stages are meant to help locate the problem and get the user back on track faster. Below are the titles and brief descriptions of the job stages that occur when a problem exists.

- Initialization failed: This stage occurs when collection task information was communicated to Harvester Server, but Harvester Server failed to start enumerating and processing the data.
- **Start failed:** This stage occurs when a stopped or paused job is issued a resume command, but Harvester could not resume the job. This stage can also occur when a job is first started and the collection task is not communicated to Harvester Server.
- **Stop failed:** This stage occurs when a stop command was issued but the collection jobs could not be stopped.
- **Timed out:** This stage occurs when the collection task in progress has not received update information from Harvester Server for ten minutes. This is usually caused by a problem with the target system such as being disconnected from the server, powering down or restarting. Once timed out, the collection task will move to a stalled job status.
- **Stalled:** This stage will occur directly after time out and triggers the Harvester Server *AutoResume mode,* which will attempt to resume the job periodically without any user input. Harvester Server Dispatcher will continue to check every 15 seconds (ping) and see if computers associated with a stalled job are available. If the computer comes back online and the conditions correct a job restart will be issued.
- **Completed with errors:** This stage will occur when a collection task has finished, but there were errors. To re-run the collection task just on the files that encountered errors, select the job and click **Re-run for errors** from the tool bar, or right click the job and select it from the dropdown menu.

#### **PROJECT MANAGER – TOOLS**

Below is a list of each action in the Project Manager and a brief description of what it does.



• *Close:* Clicking this will close the current project and return you to the main Harvester Server interface. Jobs will continue to run\launch as long as the project allows it and job dispatcher is running.

- **Open Job Queue Manager:** Clicking this will open the Job Queue Manager. From here, users can create collection jobs and submit them to Harvester Server.
- **Refresh Now:** Clicking this will force an immediate update of information within the Project Manager grid.
- **Stop/Start Auto Refresh:** Clicking this will toggle turning Auto Refresh on and off. When Auto Refresh is on, the information within the Project Manager grid updates every 5 seconds on its own. When Auto Refresh is off, the Project Manager grid will not refresh unless it is turned back on or **Refresh Now** is clicked.
- Job Dispatcher Start and Stop: Job dispatcher is a program that runs in your system task tray that allows Harvester Server to submit jobs when it is both open and closed. Selecting Stop will close Job Dispatcher and will prevent jobs from being launched completely. Selecting Start will open job dispatcher and allow jobs to be run. NOTE: Switching this setting will affect every project within Harvester Server. Once job dispatcher is started, all projects will be able to run jobs.
- Jobs Submit Status: Clicking this will allow the user to toggle between allowing the project to submit jobs and not allowing the project to submit jobs. This is useful when stopping job dispatcher is not an option because other projects need to continue to run jobs.
- **Release Job:** Clicking **Release Job** will allow the selected jobs that are being held to run. This will not affect any jobs that are already released.
- **Resume Job:** Clicking this will resume the selected jobs from where they last stopped. This can be used to resume jobs that stopped due to being in data assessment mode. Jobs that have finished successfully cannot be resumed.
- *Rerun for Errors:* Clicking this will restart selected jobs from the beginning, retrying all of the errors that occurred during the job.
- **Restart Job:** Clicking this will cause the selected jobs to restart from the beginning and they will lose any work that has already been done.
- **Stop Job:** Clicking this will stop selected jobs that are running. These jobs are able to be resumed.
- Delete: Clicking this will delete selected jobs from the Project Manager screen. Collection jobs currently in progress cannot be deleted.
   NOTE: Once deleted, collection task information can only be found in the logs area of the specified collection task. Users will not be able to view the information from the Project Manager again.
- *View Results:* Clicking this will bring up the history information for the selected job.

Harvester Server uses Job Dispatcher to submit and run collection jobs even when the main application is closed.



Job Dispatcher is unique, as it only runs on the system that first opens the instance of Harvester Server. Harvester Server can still be opened and collection jobs launched on other systems. These would be submitted to a job queue and launched from the first system's Dispatcher.

Job Dispatcher start and stop options will also be unavailable to users who start Harvester Server after Job Dispatcher is currently running on another system.

If Job Dispatcher is shutdown on the first system, each system with Harvester Server currently open will receive a warning that Job Dispatcher is not running. Those users will also have the option to start Job Dispatcher on that system.



When Job Dispatcher is started on another system, other Harvester Server applications will lose the ability to start and stop Job Dispatcher again and notification windows will no longer appear.

## PROJECT MANAGER GRID

The Project Manager grid shows all the information about collection jobs that are within a project.

The fields within the Project Manager grid can easily be customized to view the most important information available with these methods.

• The entire grid can be reorganized in ascending or descending order by information from within a column by left clicking the title of the column.

- The columns of information can be put into the desired order you want by left clicking, dragging individual columns to the right or left, and then dropping them where you would like them.
- Columns can be reorganized into greater detail by left clicking, dragging the column into the gray space directly above the Project Manager grid and dropping it there.
- By default, some columns will not be able to show all text within the field. To view all the text within a column, simply left click the edge of the column and drag to expand it, or you can double left click the right edge of the column to automatically expand it to fit the largest line of text currently in the column.
- Information from within the grid can be broken down in greater detail by selecting the

in the right corner of an information column and selecting *Custom*.

Users can also customize the colors that the represent stages and status of jobs by going to the tools section of the Project Manager and selecting the *Grid colors* option. From here, the user can either edit each pair of colors individually or complete groups of colors by editing the first in each group and then selecting *Edit group*.

### **INFORMATION COLUMNS**

Each column of the Project Manager screen displays different information about the submitted collection jobs. Below is a table containing the name and a brief description of each column within the Project Manager grid.

Column Name	Description
Job ID	Job ID is a number assigned to each job as it is submitted.
Description	Custodian name and other important identifiers.
Target Computer	Computer that is the target of the collection task.
Online Status	Displays whether the target system is online or not.
Job Name-profile	Name of the job that is being monitored.
Job Stage	Completion status of the job being run.
Dispatch Status	Current status of the job dispatcher.
Process ID	Gives the process ID that the target computer assigns to the running job.
Process	Stage of the job being run.
Custodian	This is a legacy field from Net Harvester that is currently not in use
Location	This is a legacy field from Net Harvester that is currently not in use
Username	Username of the target computer.
Computer name	Target Computer
Start time	Time that the job was started.
Last Update Time	Last time that progress for the job was updated.
Elapsed time	Total time the job has been running.
Target Folder	Path to the Target folder of the job.
Logs Folder	Path to the Logs folder of the job.
Loose Files Identified	Number of loose files found.

Loose Files Copied	Number of loose files copied.
Loose Files Skipped	Number of loose files skipped.
Loose File errors	Number of errors found with loose files.
Email Stores Identified	Number of identified email stores.
Email Stores Copied	Number of email stores copied.
Email Stores Skipped	Number of skipped email stores.
Email Store Errors	Number of errors found in email stores.
Messages Identified	Total number of identified messages.
Messages Skipped	Total number of skipped messages.
Message Errors	Total number of errors found with messages.
Dispatch Priority	Priority of the job.
Dispatch release status	Whether the job is held or released.

### JOB QUEUE MANAGER TOOLS

*Create Collection Jobs:* Clicking this button will create collection jobs for any selected computers and the jobs that are checked for them. Once clicked, the collection jobs will be moved over to the collection jobs grid where they can be reviewed before submission.

name	job_profiles	priority	
PGI-TEST10	ACME Email-Hold		
PGI-TEST 10	ACME Email Collection		
PGI-TEST10	ACME File Collection		
PGI-TEST33	ACME Email-Hold		
PGI-TEST33	ACME Email Collection		
PGI-TEST33	ACME File Collection		
PGI-TEST33	ACME Keyword & Date Range Filter		
PGI-TEST6	ACME File Collection		
PGI-TEST6	ACME Email Collection		

**Delete selected computers:** Clicking this will delete the selected computers from the computer grid.

*Import Computer List:* Clicking this will allow you to select a computer list that will be added to the computer grid.

*Export Computer List:* Clicking this will export your current computer grid list to a file that can be imported into another project.

*Import Options:* Clicking this will give you the option of ether appending or replacing the current computer grid list with the imported computer list. If *Append computer list* is selected, then the imported computer list will be added onto the bottom of the current computer list. If *Replace computer list* is selected, then the imported computer list will replace the current computer grid list.

*Create Computer List from Domain:* Clicking this will make Harvester Server automatically create a computer list of all of the computers in the domain. This computer list can be imported after it is created.

**Delete Selected Jobs:** Clicking this will delete any selected collection jobs in the collection task grid.

**Submit Collection Jobs:** Clicking this will submit all collection jobs to be run by Harvester Server. The progress of these jobs can be viewed and managed with live updates from the Project Manager screen.

#### **VIEW RESULTS SCREEN**

The view results screen provides more in depth information about a job that has run than the project manager screen provides.

Summary	Settings	Files I	Keywords	Emails I	Encrypted	Errors			-
⊿ Ru	n time su	ımma	ry						*
R R E E	ob Name: Lun on CPU: Lun by user: xit status: numerated: xtracted: Em proces	ACME F PGI-TES administ Complet Yes Yes	ile Collection ST10 rator ed without er <b>Summa</b> 1	Start f End tin Elapse rors Search Extrac Overa	time: ne: ed time: h speed: tion speed Il speed:	29 May 2 29 May 2 00:00:02 11.69 GB d: 4.62 GB, 3.68 GB,	2014 (15:23:28) 2014 (15:25:41) :23 3/br /hr /hr		
			Searched	Found	Excluded	Copied	Incomplete	Errors	
	Loose file	5	299 105.75 MB	299 105.75 MB	0 O Bytes	299 105.75 MB	0 O Bytes	0 O Bytes	
	Email me	ssages	758 21.63 MB	758 21.63 MB	0 O Bytes	758 21.63 MB	0 O Bytes	0 O Bytes	
	Email sto	res	4 43.9 MB	4 21.63 MB	0 22.28 MB	4 21.63 MB	0 O Bytes	0 O Bytes	
									•

TAB NAME	DESCRIPTION
Summary	Contains run time statistics and totals for email and loose files categories.
Settings	A snapshot of the job profile settings. This can be very useful if users would
	like to know if, for example, they chose a setting or included all keywords.
Files	Tally for file types that includes total count and size.
Keywords	Lists total hits for each keyword entry and allows users to launch keyword hits
	preview.
Emails	Review which mail stores had matching items and the folder location.
Encrypted	Shows list of identified encrypted files organized by type.
Errors	Shows list of identified errors organized by category.

Below is a list and brief description of each of the tabs within the View Results screen.

# General Tab, Sources Tab and Targets Tab

This table identifies the job profile tabs and how Harvester profile settings are organized:

TAB NAME	DESCRIPTION
General	Enter new job profile name and instructions.
Sources	Select sources like local hard drive, file shares, and individual folders.
Targets	Specify where data and logs will be stored.
Key Word Filters	Enter keyword criteria for documents or email.
File Filters	Specify file types and if de-duplication will be used.
Email Filters	Search Microsoft Outlook (PST), Lotus Notes (NSF), and MS Exchange mailboxes.
Encryption	Choose to identify password protected files and how they will be handled.
Reporting	Select from available job logs.

The next sections will identify the individual settings for each tab and a description of their functions.

#### **GENERAL TAB**

Ð,	ob								
Save S	iave As								
File Verview	General	Sources	Targets	Keyword Filters	File Filters	Email Filters	Encryption	Reporting	
Job	Details:								
J	Job Name: Job File: Instructions:		I045IQG5DF ection AB00	P\PinPoint_Raid\T 1.occ	ests\OCCH\Ne	wHarvServ_05\}	HarvServer4004	46_2323\Harveste	r\_occ\ACME
h									^
h	n case of error:								~
	hreads to use:	Auto de	tect						~
Ţ				Made (Deves for each	view before col	(a shin a)			
T	lun time option	s: 🗌 Data 🔽 Run	Assessment in Silent Moo	le (Errors will be logg	jed, but will not	stop the process	)		

*Job Name:* This is a required field and determines the value used in the [JobName] variable in the file target and job file path. The job name is normally used for the name of a custodian, copy project, or profile (used for multiple systems).

*Job File:* Current job profile file location. Job profiles are stored in the \_occ folder by default; however, users can browse to other job locations by clicking *Open*.

*Instructions:* This is an optional description or user instructions that will be displayed in the job list, in a popup window when a job starts, and any time the "i" button is clicked during the run

*In case of error:* This is an optional field that is displayed when the job starts and again after a job completes if there were errors. It provides contact information for the project manager.

*Number of Threads to Use:* This option allows you to set a specific number of threads to use for simultaneous copies. If set to **Auto**, the number of threads used will match the number of processors on the machine running the job up to the *MAX\_THREADS* value set in the *occ\_shell.ini* file in the application directory.

**NOTE:** You will see diminishing returns when the thread count is set higher than the limits imposed by the system's input and output channels. However, Harvester is designed to limit the impact of these conflicts and to allow for high throughput even on overloaded I/O channels.

#### **Data Assessment Mode:**

Checking this box will stop the job after enumeration so that inventory reports can be generated without the data actually being copied, but leave it in a state where it can be resumed and the files can be copied at a later time.

**\*\*More about how to use Data Assessment Mode** to generate reports and refine your search criteria in much greater detail in the **Data Assessment Mode** lesson.

*Run in Silent Mode:* Errors that can occur during a project will be logged and this option can often prevent the job from stalling while waiting for a user response (i.e. click the **Ok** button).

*Scripting:* On occasion, Harvester users would like to launch a job from another application or choose to start a process when a job starts or is finished. This can be accomplished using the scripting options and is covered in detail in this help file.

## SOURCES TAB

#### **Data Sources**

The data sources window can contain references for drives, directories, individual files or file lists. There are several selection methods available. Click **Add a Source** to access the following options:

Overview	General	Sources	Targets	Keyword Filters	File Filters	Email Filters	Encryption	Reporting	
Sou	irces:								
S	iources:								•
		Prompt user f	or additiona	sources			Add a folder	, ,	Add a Kouroo
Sou	irce Set	tings:					Add a file	+	
S	Source filtering options: Search subdirectories Search ZIP files as folders Use shadow volumes when available Apply filters to user-added folders Translate mapped drive letters to UNC paths						Add an email list Add all logical drives Add all mapped network drives Add account folder for logged in user Add documents folder for logged in user		
							Add docum Add an IMA Add a Micro	ents folders f P email acco soft Exchang	for all local users ount ge account

- 1. Add a folder allows users to browse to individual folders.
- 2. *Add a file* is a special file picking window that allows users to select individual files without altering the file time stamps.
- 3. *Add a file* list allows users to select a file list that contains path and filenames or a list of directories. Additional formatting details are listed in the Selecting Data Sources File List section below.
- 4. *Add email list* allows users to select a file containing entry IDs and the paths to their respective email stores in order to extract individual emails already identified by other software or by a previous run of Harvester.
- 5. *Add all logical drives* inserts the [LDrive] variable that will result in Harvester searching all local logical drives (i.e. C:, D:,E:,)
- 6. *Add all mapped network drives* inserts [MDrive] variable that will result in Harvester searching all locally mapped network locations.
- 7. *Add account folder for logged in user* inserts the [UserAccount] variable that will result in Harvester locating and searching the user account folder for the logged in user.
- 8. *Add documents folder for logged in user* inserts [UserFolder] variable that will result in Harvester locating and searching the documents folder for the logged in user.
- 9. *Add documents folders for all local users* inserts [UserFolders] variable that will result in Harvester locating and searching the *documents folders of all user accounts on the system.*

- Add IMAP Account Inserts [IMAP=] variable and prompts user to enter criteria for an individual IMAP account. User will need to provide 1) IMAP Server Name
   2) Email Account 3) Password 4) Port and 5) Encrypted connection setting.
- 11. Add Microsoft Exchange Account Inserts [EXCH=] variable and prompts user to enter criteria for the web 1) URL 2) User Name, and 3) Password. This option will directly connect to an individual Microsoft Exchange account. It differs from 'Search connected Exchange mailbox' in Email Filter options which uses Microsoft Outlook via MAPI connection
- 12. *Users can drag and drop* files, folders, or drive letters into the Sources field from Windows Explorer. Drive letters and individual emails can also be dragged and dropped to the Sources field from Outlook.
- 13. Selecting the checkbox *Prompt user for additional data sources* will result in Harvester displaying the *ESI "Easy" Vault* window. This is commonly used when distributing self-collection kits or jobs from a legal hold notice so custodians can select sources.

**Files and folders below NTFS reparse points** such as junction points, symbolic links, and mount points are not accessed or collected by Harvester. If Harvester encounters a folder with the reparse attribute, it will place an entry in a log in the logs folder (*\_mountpointss.log*, *\_symlinkss.log*). Reparse points can point to a non-existent source because the operating system does not check to see if the source exists. Harvester does not treat symbolic links as folders or files due to these possibilities.

- A mounted drive can contain a symbolic link to a path that also exists on the examiner's machine, leading to the copying of irrelevant data
- A symbolic link can contain a reference to a folder higher in its own folder hierarchy, causing an infinite loop.

**NOTE:** Files and folders below NTFS reparse points may be accessed and collected by Harvester by changing settings in the **occ\_shell.ini**. Located in the **bin** folder, the Harvester **occ\_shell.ini** can be accessed with a text editor (such as Notepad), and changed. Changing the **FOLLOW\_SYM\_LINKS** field from **0** to **1** and saving the document will allow Harvester to follow symbolic links, mount points, and junction points.

## **Selecting Data Sources – File List**

**File lists** generated from full text search engines, litigation support databases and computer forensic software can easily be imported using the Add a file List option. When relevant files or directories are identified, the file list option provides an alternative to manually selecting or dragging and dropping directories into the data sources field.

By selecting the *Add a file list* option, you will be able to browse to the location and select the list to be used. A file list can be any text file (.txt, .csv, .log), so long as the full file path or folder path is the first field in a tab-delimited text file. The list file can contain one file path or directory

per line.

Individual files

c:\Documents and Settings\Jon\Desktop\PGP Source\HD\Docs\Articles - Forensic\DCFL Request Letter Format (12 Jun 00).pdf

 $\label{eq:locuments} c:\black and Settings\Jon\Desktop\PGP Source\HD\Docs\Articles - Forensic\Digital Evidence Standards (Public).pdf$ 

 $c:\blue c:\blue c:\b$ 

# Individual directories

c:\Documents and Settings\Jon\Desktop\PGP Source\HD\Docs\Articles\

c:\Documents and Settings\Jon\Desktop\PGP Source\HD\Docs\Articles\

\\HSGT-01\shares\sales

\\HSGT-01\shares\marketing

## Using \_errors log as file list

If errors are encountered, they are written to a file called *\_errors.log*. This log can be used as a file list, which will allow you to reprocess files that resulted in errors during a run. This option is especially useful when files are in use and can't be copied. A common use would be to use the error log to copy open files once they are closed. To process an error log, select the Add a file List option, browse to its location and select *Open*. If you use the same target folder as the original run, Harvester will reattempt to copy any files that could not be copied previously.

# Variables

# [LDrive]

This variable (with the brackets) indicates that the program should search all logical drives that are connected to the computer. This includes flash drives, CDs, internal hard drives and RAID devices. It does not include network shares or the device that the Harvester software is running from or copying to.

# [MDrive]

This variable (with the brackets) indicates that the program should search all mapped network drives. This includes all drive letters that are mapped to a network location (ex: P:\ (\\netshare\files\johndoe1)). It does not include the drive that the Harvester software is running from or copying to.

## [PROMPT]

This variable (with the brackets) indicates that the program, when run, should prompt the user to drag and drop source files, folders and emails into the ESI Vault window. Users can also select *Prompt user for additional sources*, which eliminates the need for the [PROMPT] variable. Using [PROMPT] as a source allows you to define specific sources, as well as requires the user to specify additional sources at run time. The ESI vault window no longer pops up if no sources are specified

## [UserFolder] and [UserFolders]

The **[UserFolder]** variable can be used as a source to add the logged in user's My Documents folder as a source. **[UserFolders]** can be used as a source to add all accessible My Documents folders.

File lists generated from full text search engines, litigation support databases and computer forensic software can easily be imported using the **Add List** option. When relevant file directories are identified, the file list option provides an alternative to manually selecting or dragging and dropping directories into data sources.

## **Drag and Drop Source**

Files, folders, and Outlook emails can be dragged and dropped into the **Source** window, similarly to the **ESI** "*Easy Vault*" Vault detailed below.

#### **ESI Easy Vault VAULT**

As stated in the last section, the Harvester ESI Vault is commonly used when distributing selfcollection kits or jobs launched from Harvester Server for legal hold notice. By providing this simple interface and instructions specific to each job, custodians can easily identify items relevant to a matter. The ESI Vault interface is a window that supports dragging and dropping of the following types of items.

- Files
- Folders
- Emails (must be dragged and dropped from Microsoft Outlook or Lotus Notes)

⊕		Harvester ESI Vau	lt	- 🗆 🗙
	t	Drag and drop relevant FILES, FOL into this box	DERS and EMAILS	
	(You ca	an drag and drop from Windows, O	utlook, or Lotus Notes)	
-				
	Quit	Remove selected	🖋 All Don	e

The ESI Vault can be used with local files and folders or network file shares. There are 2 scenarios that will launch the ESI Vault during a job:

#### Select 'Prompt user for additional sources' under 'Sources' tab

ources:	P:\emailstest	1
	4	•

# One or more sources is set as [PROMPT]

iources: [PROMPT]	-

Instruction defined in the Instructions field when creating jobs can be viewed by clicking the Information button.

्रीय Harvester ESI Vault	
C:\Custodian Source\Marketing\BJones\Using Helix for Recovering from PC Hacks.pdf C:\Custodian Source\Marketing\ETingle\CampusChildCareAssessmentSummaryReport2001-2006_Final.docx C:\Custodian Source\Marketing\HSlithers\CALENDARIO ONOMASTICO.docx C:\Custodian Source\Marketing\HSlithers\Foto.docx C:\Custodian Source\Marketing\HSlithers\Foto.docx C:\Custodian Source\Marketing\HSlithers\Foto.docx C:\Custodian Source\Marketing\HSlithers\Foto.docx C:\Custodian Source\Marketing\HSlithers\Foto.docx C:\Custodian Source\Sakes\Jdoe\wp.USB_Write_Protect.en_us.pdf C:\Custodian Source\Sakes\Jdoe\wp.USB_Write_Protect.en_us.pdf C:\Custodian Source\Sakes\HPotter\Pitfalls.pdf C:\Custodian Source\Sakes\Jdoe\BH2005-Catch_Me_lf_You_Can[1].ppt	
12 items in queue Cancel Remove	All Done

Any sources that the user adds can be removed by selecting the items and clicking the *Remove Selected* button. Pressing *Quit* will exit the collection job. Pressing *All Done* will add these sources to the job and process them along with any sources added in the *Sources* field at design time.

## SOURCE SETTINGS

Source Setting	S:	
Source filtering option	is: V Search subdirectories	
	Apply filters to user-added folders	
	Translate mapped drive letters to UNC paths	

*Search Subdirectories:* This option specifies whether subdirectories are searched. Deselecting this option will cause the program to only search for files in the root of the selected directories and ignore any subfolders it encounters.

*Search Zip files as directories:* This option filters file type, date, and extension, file name inclusion and file name exclusion filters within zip files.

*Use shadow volumes when available:* Checking this box will cause Harvester to attempt to create a shadow volume of each of your unique source volumes so that files that are in use can still be copied. Harvester needs to be run as Administrator on a Windows Vista or higher computer for this to succeed.

- Shadow Copy also known as Volume Shadow Service or VSS is a technology included in Microsoft Windows that allows taking manual or automatic backup copies or snapshots of computer files or volumes, even when they are in use. It is implemented as a Windows service called the Volume Shadow Copy Service.
- Shadow Copy technology requires Windows Vista or higher. It also requires the file system to be NTFS in order to create and store shadow copies. Shadow Copies can be created on local and external, or removable volumes by any Windows component that uses this technology, such as when creating a scheduled Windows Backup or automatic System Restore point.

*Apply filters to user-added folders:* This option specifies whether filters should be applied to folders added via *Drag-n-drop* to the ESI Vault by the user. This does not apply to individual files added to the vault.

*Translate mapped drive letters to UNC paths:* This option may be selected to translate source paths that are on mapped network drive paths to their UNC paths. The UNC path and file name will appear in the *filelist.txt* and *folderlist.txt* in the log folder. This is useful for providing unambiguous source locations for files residing on the network.

# TARGETS TAB

Write to VHD contain	er file	
Container nath:		
Tarrat schielder		
Lass Date		
Logs Path:		
Write to folders		
Target Path:	[SCDrive1\Custodian TargetUobName]\CName]\DateTime]\	
Loos Path	[SCDrive]\Custodian   ond_lobName]\\CName]\\DateTime]\	Drive that Harvester is running on
Logotoni	foor und response registron and descended for an und r	The job name for this job
	"You can still enter folder target information when using a VHD target. In the event that a VHD container carind	The name of the computer running this job
		The username of the user running this job
		The date this job was run (ie: 18-Nov-14)
arnot Sottings		The date and time this job was run (ie: 18Nov14-120141)
arget settings.		Cut (Ctrl + X)
		Copy (Ctrl + C)
Mittoring Options:	Create full paths (mirrors folder structure down to the root)	Paste (Ctrl + V)
	Create subdirectories	Delete
	Copy empty folders	Select All
If two file names collide	Rename the new file	JUCCEAN
	O verwrite the old file	
	O Do Nothing	

# WRITE TO VHD CONTAINER FILE:

*VHD, or Virtual Hard Drive*, creates file containers for collected data, keeping all collected data in a single container file for easier transport. A VHD container file acts like any other kind of file, with the exception that it can also act as a hard drive in Windows. Files that have been copied to this virtual hard drive will stay inside the VHD file.

VHD creation is *automatic* when Write to VHD file container is used as a target.

**NOTE:** VHD is only supported in Windows Vista and higher. In Windows 8.1, Harvester must be run as Administrator in order to use VHD.

*When choosing to copy files to a VHD container*, Harvester creates a VHD file at the location specified and formats it like a hard drive. As the Harvester job enters the copy phase, the files are written to the VHD container instead of a target folder. After the job has run, the VHD file itself can later be mounted as a hard drive, either by Harvester or by Windows. The VHD Tools can be found under the Tools tab in the upper ribbon, in the Volume Tools section.

The maximum capacity of the VHD containers used by Harvester is 2 terabytes (2000 GB).

**VHD Containers** can be mounted to a drive letter by going to the Tools menu and selecting *Mount a VHD container to drive letter*, and mounted to a folder by selecting *Mount a VHD container to a folder*.

(ata)	lob Tools	Hel	lp				
S- Make Batch File	Volume Shadow Tools +	VHE Tools	Deactivate				
Job Tools	Volume To	4	Create new VHD container				
Menu		9	Mount a VHD container to drive letter	Targets	Keyword Filters	File Filters	Email Filt
🧻 Job Profi	les 🕑 History		Mount a VHD container to a folder				
All Jobs	(1)		Courses and the an				

After a VHD is mounted, the option to dismount a VHD container is available. VHD containers are automatically dismounted and detached at the end of the job and/or when Harvester is closed.

		-						
	Job Tools	Help	0					
Make Batch File	Volume Shadow Tools *	VHD Tools	Deacti	vate				
Job Tools	Volume To	Dismount mounted VHD container						
Menu P				Overview	General	Sources	Targets	Keyword Fill
Job Profiles O History				Tarnot Daths				

Under Target Paths,

- *Container path:* This is the path to the VHD container file.
- *Target subfolder:* This is the path to the target subfolder within the VHD container file.
- *Logs Path*: This is the path to the logs folder, which can be placed in any preferred location.

**NOTE:** It is recommended that you provide Target and Logs paths in the *Write to folders* locations as well, because these paths are used as a failover in case a VHD cannot be created at run time.
Overview	v General S	ources Targe	ets Keywa	ord Filters	File Filters	Email Filters	Encryption	Reporting	
⊿ Ta	arget Paths	:							
	Write to VHD container file								
	Container p	ath: [SCD ri	ve]\VHDExar	mple.vhd					Browse
	Target subf	older: \[JobN	\[JobName]\[DateTime]\_target						
	Logs Path:	[SCDri	ve]\[JobNam(	e]\[DateTim	ne]\_logs				Browse
	∩ Write to folders								
	Target Patk	r ISCDri	vel\VHDFailo	ver\Tarret	\{JobName}\{D	ateTimel			Browse
	Logs Path:	ISCDri	ISCDrive\\VHDFailover\Logs\\JobName\\DateTime}					Browse	
		* You d be crea	an still enter f ited, these se	older target ttings will pi	t information wh rovide a failovei	en using a VHD to location.	arget. In the eve	ent that a VHD	l container cannot
⊿ Ta	arget Settin	gs:							
	Mirroring Options	: 🗸	Create full pat	ths (mirrors f Iders (creat	folder structure ( es a folder for th	down to the root) e root drive letter	ı		
		<b>~</b>	Create subdire	ectories			)		
			Copy empty fo	olders					
	If two file names	collide: 💿	Rename the r	new file					
		0	Dverwrite the Do Nothina	old file					
		0	3						

# Target Path:

The target path is used to specify where data matching your criteria will be copied. In addition to browsing to an external hard drive, host computer drive or network file share, there are also several variables that can be incorporated into the paths. You can also drag and drop a folder location from Windows Explorer into the field to set the path location.

The variables listed in the table below can be manually entered, or right-click on the in the target path field to display a drop down of the descriptions and have them automatically inserted as shown below.

Container path:	[SCDrive]\VHDExample.vhd	Browse		
Target subfolder:	\[JobName]\[DateTime]\_target			
Logs Path:	[SCDrive]\[JobName]\[DateTime]\_logs	Browse		
◯ Write to folders				
Target Path:	[SCDrive]\VHDFailover\Target\[JobName]\"	Drive that Harvester is running on		
Logs Path:	[SCDrive]\VHDFailover\Logs\(JobName)\[[ * You can still enter folder target information be created, these settings will provide a failo	The job name for this job The name of the computer running this job The username of the user running this job The date this job was run (ie: 05-Feb-15)		
		The date and time this job was run (ie: 5Feb15-141833)		
arget Settings:		Cut (Ctrl + X)		
		Copy (Ctrl + C)		
Mirroring Options:	🗹 Create full paths (mirrors folder structu	Paste (Ctrl + V)		
	Create root folders (creates a folder fo	Delete		
	Copy empty folders	Select All		

VARIABLE NAME	DESCRIPTION
[SCDrive]	The drive letter that Harvester is running from. (ie: D:)
[JobName]	The name of this job.
[CName]	The name of the computer running this job.
[UName]	The username of the logged-in user running this job.
[Date]	The date the job was run.
[DateTime]	The date and time (to the second) that the job was run.

# Logs Path:

Several logs are created during a collection project and the Logs Path will set where these files are stored. In addition to browsing to a specific folder on a local drive or network file share, the above variables may also be used in the same manner as the Target Path.

**NOTE:** It is recommended to store logs in a separate path from the Target. A **different Logs folder must be created** for each new job to prevent appending data from different jobs, which will lead to serious issues.

# Target and Logs Path Auto-Check:

Harvester has an Auto-Check feature that will cause the text of the *Target Path* and *Logs Path* to display in red if the respective paths will not translate to actual paths.

# Mirroring Options:

### **Create Full Paths:**

This allows the destination directory to contain a full path of all files and directories that are collected or copied. When selected, the option to *Create Root Folders* is also available.

#### **Create Root Folders:**

Checking this option will create a directory for the drive letter or UNC name of the source path. This is useful when the source consists of multiple drives or UNC paths, where each will have a folder containing the files and folders contained therein.

#### **Create Subfolders:**

This option is selected by default and matches the directories of the source files. If you would like to copy all source files into a single target folder with no subfolders, then you can deselect this option.

### **Copy Empty Folders:**

This option specifies whether a folder will be created in the target when the source directory is empty or contained no matching documents.

Mirroring Options:	<ul> <li>Create full paths (mirrors folder structure down to the root)</li> <li>Create root folders (creates a folder for the root drive letter)</li> <li>Create subdirectories</li> </ul>
	Copy empty folders
If two file names collide:	Rename the new file Overwrite the old file
	🔘 Do Nothing

# If File Names collide:

- **Do Nothing:** This ignores any files that already exist at the destination and does not include their counterparts in the source directory as responsive.
- **Overwrite Existing Files:** This option forces any files that already exist in the target folder to be overwritten.
- **Rename Files on Collision:** This option, when checked, will rename a file if a file by the same name already exists at the destination.

# Keyword Filters Tab and File Filters Tab

### **KEYWORD FILTERS**

#### Harvester Portable 5.0 Advanced Options Part 2

**Keyword filtering** is one of the most commonly used Harvester features. It is in this group of settings that users can perform targeted e-Discovery collections and filtering processes.

Overview	General	Sources	Targets	Keyword Filters	File Filters	Email Filters	Encryption	Reporting	
🔺 Key	word S	ettings	:						
	Where to us	e key word s	earching:	☐ Search k ☐ Search e ☐ Search e ☐ Search e	oose files mail subjects a mail headers mail attachmer	ind bodies hts			
	Automatic in	clusions and	exclusions:	Exclude Automati Automati Exclude	nonsearchable cally include er cally hit on nor files that hit on	file types from re hcrypted files isearchable attac the key word terr	sults :hments ms		
	Auto-match a	any files with	these exter	nsions:					
	lf a match is	inside an arc	chive:	◯ Copy the	entire archive ne file from the	archive			

Harvester uses the superior search functionality provided by dtSearch. Many litigation support, computer forensics, and corporate IT professionals rely on dtSearch every day to rapidly and effectively search through large file collections.

Search loose files:

This option must be checked to enable key word filtering of what are commonly called *loose, native,* and *logical* files (i.e. Microsoft Word, Excel, PowerPoint, Acrobat PDF etc.).

- Search email subjects and bodies:
   This option must be checked to enable key word filtering of email subjects/bodies.
- Search email headers:

This option must be checked to enable key word filtering of email headers.

Search email attachments:

This option must be checked to enable key word filtering of email attachments.

- Exclude non-searchable file types from results:
   When checked, this option excludes all file types that cannot be key word searched except those listed in the *Exceptions* box below. By checking the *Exclude non-searchable file types* box, you are instructing Harvester to exclude any files that are not considered keyword searchable based on their file type (executable, graphics, etc.).
- Automatically include encrypted files:
   By checking the Automatically include encrypted files box, you are instructing Harvester to check to see whether any file of a type that can be encrypted (Office documents, PDF)

files, zip files, etc.) are, in fact encrypted before performing the keyword search and automatically issue a match for files that are encrypted (and also match all of the other non-keyword criteria).

Automatically hit on nonsearchable attachments:

By checking the **Automatically hit on nonsearchable attachments** box, you are instructing Harvester to consider any nonsearchable attachment (typically image files like jpeg or gif files) to be responsive and include the email in the results. This option is useful for collecting scanned documents of unknown format for later review. If you know the format, you can check the **Exclude nonsearchable file types** box and add the extension(s) that you wish to collect to the exceptions list below.

Archive Options (zip, rar, etc.):

If a key word hit appears in a file that is inside another (archive) file, you can either copy the entire archive file, or you can extract the file and create a folder structure on the target side named after the archive file that contained the hit as well as its internal folders.

# INDEXING

### Searching and copying data without indexing.

With neither Indexing option checked, Harvester will enumerate and copy all files with keyword hits but indexing and keyword hit highlighting will not be available. This is the fastest type of search



When *Create key word Index* option is selected on its own, Harvester will create the keyword index from the copied files at the end of the run in order to save time and to make the hit highlighting independent of the source.

Search terms:	Finan*	-
	Hold" dobe and ((operating or motor) or purchase)	
	"Park Ave""	
	Fairfax AND (FL or Florida)	1.00
	Letter w/12 Intent	-
	open source	
	"Closing Sale Agreement"	
	Franchise w/16 Action	
	Eviction Notification	
	[approval and [administrator or management]]	
	Velve*	-
	Test my keyword syntax	
Search options:	Create key word index <b>Checked</b>	
	Cache files in index	
	This is a slower process that creates large index files, but is necessary	
	for offline hit highlight viewing as well as viewing hits from indexes	
	Created in Data Assessment mode,	
	Stemming (matches any form of the root words) Design (matches any form of the root words)	
	Concerns (natches words that sound similar to the search terms)	
	Synonym (matches words with similar meanings to the search terms)	
	Fuzzy (allows for typos and misspellings)     I olerance: 1	

When **Create Index** and **Data Assessment** options are selected Harvester will create a keyword index in the logs path during the enumeration phase. This allows you to generate keyword hit reports without actually copying any files.

Search terms:	Finan*	*
	Hold*	
	globe and [[operating or motor] or purchase]	
	Fair Ave Fair (av AND (FL or Florida)	
	Letter w/12 Intent	12
	"Open Source"	
	April w/11 201*	
	"Closing Sale Agreement"	
	Franchise w/16 Action	
	Eviction Notification	
	(approval and (administrator of management))	
	Velve*	_
	Test my keyword syntax	
Search options:	Checked	
	Cache files in index	
	This is a slower process that creates large index files, but is necessary	
	for offline hit highlight viewing as well as viewing hits from indexes	
	created in Data Assessment mode,	
	Stemming (matches any form of the root words)	
	Despise (matches) words that sound similar to the search terms)	
	I Frioric (matches Wolds that sound similar to the search terms)	
	Synonym (matches words with similar meanings to the search terms)	

When *Create key word index* option is selected on its own, Harvester will create the keyword index from the copied files at the end of the run in order to save time and to make the hit highlighting independent of the source.

Checking *Create Cache Files in Index* allows users to view offline document hit highlights. Creating full-text indexes will take longer than when Harvester creates indexes from the collected information. The indexes will also be larger as a result of caching the file contents into the indexes.

After full-text indexes are created during Data Assessment Mode:

- Review keyword hit totals
- Create keyword hit reports
- View keyword hit highlighting for documents and email

For example, Harvester can be used to identify and index files from a remote system or server that may be offline or unavailable while using keyword hit highlighting. Caching file contents in the index enables users to view the information, without the copied data present.

**NOTE:** Indexing all data for a Custodian will reduce enumeration speeds, but can be beneficial during review.

# SEARCH TERM KEY WORD SYNTAX

Users can enter search terms and phrases as shown using one term per line. Harvester will **OR** the terms, which flags items as a match if they are true for any of the individual conditions. Individual words, phrases and many other variations can be used as next outlined in the keyword syntax options.

# Document keyword search supports Boolean search requests:

A Boolean search request consists of a group of words, phrases or macros linked by connectors such as *AND* and *OR* that indicate the relationship between them. Some examples include:

Search Request	Meaning
approval and management	both words must be present
approval or management	either word can be present
approval w/5 management	Approval must occur within 5 words of management
approval not w/12 management	Approval must occur, but not within 12 words of
	management
approval and not management	Only approval must be present
name contains smith	the field name must contain smith
approval w/5 xfirstword	Approval must occur in the first five words
approval w/5 xlastword	Approval must occur in the last five words

If you use more than one connector (and, or, contains, etc.), you should use parentheses to indicate precisely what you want to search for.

For example: *approval* and *management* or *withdrawn* Could mean (*approval* and *management*) or *withdrawn* Or *approval* and (*management* or *withdrawn*)

For best results, always enclose expressions with connectors in parenthesis. An example is: *(Approval and Management) or (name contains Smith)* 

If you use more than one word as a search term, such as the name of a company or business (i.e. Apple Tree), you should use quotations to indicate precisely what you want to search for. For example, *Apple Tree* would become *"Apple Tree"*.

NOTE: With the exception of special characters, punctuation is treated as a space.

Character	Meaning
?	matches any character
=	matches any single digit
*	matches any number of characters
%	fuzzy search
#	phonic search
2	stemming
&	synonym search
~~	numeric range

Search terms may include the following special characters:

To enable fuzzy searching, phonic searching, synonym searching or stemming for <u>all</u> search terms, check their corresponding boxes.

**Stemming:** This option will find grammatical variations of the listed key words. A search for *apply* with this option checked would also find *applies, applying*, or *application*. **NOTE:** Checking this box will apply stemming to <u>all</u> terms in your list. If you need to apply stemming to only specific words in your list, add a tilde (~) after them in the key word list: *apply*~

**Phonic Search:** This option will find words that sound like the key word terms you have listed. A phonic search for **Smith** would also return instances of **Smythe**.

**NOTE:** Checking this box will apply phonic searching to <u>all</u> terms in your list. If you need to apply phonic searching only to specific words in your list, add a pound (#) character to them in the key word list: *Smith#* 

*Synonym Search:* This will search for word synonyms for any of your search terms using a comprehensive English language thesaurus or user-defined thesaurus terms. For instance, a

synonym search for *help* would also return *assist*.

**NOTE:** Checking this box will apply a synonym search to <u>all</u> terms in your list. If you need to apply synonym searching only to specific words in your list, add an ampersand (&) character after the word in the key word list: *help*&

*Fuzzy Searching:* This option finds words even if they are misspelled. A search for *alphabet* with a fuzziness of 1 would also find *alphaget*. With a fuzziness of 3, the same search would find both *alphaget* and *alpkaget*. Fuzzy searching sifts through scanning and typographical errors. You can adjust the level of fuzziness from 1 to 10. (Usually values from 1 to 3 are best for moderate levels of error tolerance.)

**NOTE:** Checking this box will apply fuzzy searching to <u>all terms</u> in your key word list. If you need to apply fuzzy searching only to certain terms in your list, use the percent (%) sign within the word to indicate the first position where an error should be tolerated and repeat the sign for the number of errors that are tolerable from that point: *a%lphabet* would hit on *alphaget* and *amphabet*. *a%%%lphabet* would hit on these as well as *amphaket*.

# Proximity Searches:

Use the **W/N** connector in a search request to specify that one word or phrase must occur within N words of the other. For example, *approval w/5 management* would retrieve any document that contained approval within 5 words of management. The following are examples of search requests using W/N:

(approval or management) w/5 administrator (approval w/5 administrator) w/10 management (approval and administrator) w/10 management

# Nested Searches

# (this or that) w/10 (((work\* and play\*) or (sink w/2 hole)) or (quick w/1 sand))

This or That must be within 10 words of both work and play

or

This or That must be *within 10 words* of sink (which must be within 2 words of the word hole) or

This or That must be within 10 words of quick (which must be within 1 word of the word sand)

# Test My Key Word Syntax:

Clicking on this button checks the syntax of the search terms entered. Errors will cause the search not to run. Warnings tell you that there is some ambiguity in the term and tell you how the search engine will assume you want the search run. If this matches your intentions, you can safely ignore the warning

**NOTE:** If there is a fatal error in the key word syntax, Harvester will prompt you with the string(s) of syntax that are incorrect and warn you it will not be able to keyword search

correctly with the error. For more information and how to fix the error, click the **Test My Key Word Syntax** button.

# FILE FILTERS

#### Date Filter

Users can optionally add a date range filter for files. You can apply the date range to multiple time stamps by clicking the appropriate check boxes. Created and modified times also apply to the archived files within a zip file if you have checked the *Search zip files as directories* box in the Sources tab.

#### One or more boxes must be checked for the date range to apply.

- Creation Dates
- Last Modified Dates
- Last Accessed Dates

**NOTE:** This applies to loose files only – not to emails. Email date ranges may be set in the email option area.

#### Extensions/Types to find

Harvester allows users to filter the data collected by file extension, file signatures, file type definitions and categories. Users can specify individual file extensions, file definitions (signatures) or categories, or create custom categories. Choose whether to include or exclude files with those file extensions in the dropdown box.

#### The following items can be specified:

- File extensions xls, xlsx, doc, docx, ppt, pptx, pdf, pst, ost, eml, msg (specify with a comma delimiter). Users can also use file signatures (headers) instead of extensions by entering the name of the file definition in brackets with a tilde (~) character ([~MS Word] for example).
- File Types ([Office Documents],[Email Files],[Archives]). If users would like to use file signatures (headers) or categories instead of extensions, they can click File Types and choose an entire category or click the dropdown icon for the individual file types.

le Type and Exte	nsion Filters:	
Extensions/tunes to find:	IF mail Files] [Office Documents] [Images]	- File Ju
Eutonsion list file:	✓ Email Files (7)	Sector Mankage
Extension list file.	✓ Office Documents (32)	
	Disk Images (3)	
	Video Files (15)	
	Executable Files (4)	
Other file type filters:	Printer Files (6)	
	Archives (12)	
	History and Settings Files (12)	

**NOTE:** Files extensions without header signatures (ie:**csv, txt, rtf**) must be added manually to be searched.

To select a category, click on the category and the *Pick Category* button.

Extensions/tupes to find:	[Email Files].[Office Documents]]^^Alcohol 120% CD Image]	File Types
Extension list file:	▷ 🕅 Email Files (7)	*
Enterleter net me.	▷ 🗹 Office Documents (32)	
	Disk Images (3)	E
Other file type filters:	Alcohol 120% CD Image	
	Chost Image	
	Nero CD Compilation	
	Video Files (15)	
	Executable Files (4)	-

This will automatically specify all files listed in the *Individual File Types in Category* column with a single [Category Name] reference. Choosing file types for header signature filtering will result in slower search speeds than file extensions alone because the file has to be opened during the search in order to read its header information.

*Extension List File:* Additionally, in the *Extension List File* section, you can use a text file containing multiple file extensions by browsing to the file using the button next to the field.

*Exclude system files (with System attribute set):* This option will filter out files which the file system (MFT/FAT) has flagged as system files. This is most commonly used in combination with the deNISTing option to further reduce the files collected.

**Exclude system folders (System attributes set):** This option will filter out folders (and included files) which the file system (MFT/FAT) has flagged as system folders. This is most commonly used in combination with the deNISTing option to further reduce the files collected.

**Exclude temp files (with Temp attribute set):** This option will filter out files which the file system (MFT/FAT) has flagged as temporary files. This is most commonly used in combination with the deNISTing option to further reduce the files collected.

# **ONLY SEARCH FILES MATCHING THESE PATTERNS**

File Name inclusion options allow you to specify patterns that will be used to include only files or folders based on the names or patterns that you specify.

Only search files matching these patterns:	users\thomas\	*
Exclude any files matching these patterns:	1	*
		Ŧ

Multiple patterns can be added if needed, one per line. The syntax options are listed below.

#### Supported wildcard characters:

- ? Any single character
- \* Zero or more characters
- # Any single digit

[List of characters] – Any character in the list

[List of characters] – Any character not in the list

List syntaxes may contain either a simple list ([1a7v]) or a range indicator ([0-9] or [a-f]. NOTE: These filters apply to whole paths. Comparisons are case insensitive

#### **EXCLUDE ANY FILES MATCHING THESE PATTERNS**

Exclusion options allow you to specify patterns that will be used to exclude files or folders based on a mask.

Only search files matching these patterns:		*
		*
Exclude any files matching these patterns:	System32\	*
		-

Multiple patterns can be added if needed. The syntax options are listed on the main form.

# **Deduping and Hash List Filtering**

**Exclude duplicates:** This option filters out duplicate files within the current job. This process compares the MD5 hash value of each file and if a duplicate is identified, it will not be copied and an entry will be made in the exclusion log. It does not compare files within archives (i.e. **Zip**, **RAR,TAR, Bzip**, **Gzip**) or mail stores. An option to de-duplicate messages in Microsoft Outlook PST files is available under the Email options.

**Use Hash List Filter (deNIST):** This option allows users to filter the source files against the NIST (National Institute of Standards and Technology) NSRL hash list and other included defined hash lists. The hash lists used for comparison are located in the \bin\\_hashlist directory. Any number of hash lists can be included. If a match is found in one of the hash lists, the file is logged along with the hash list that contained the matching hash.

**Use Hash List Filter on emails:** This option indicates that that the hash value that is listed in the NSRL or other defined hash lists will be used to filter emails in addition to loose documents.

**Use Hash List Filtering on Email Attachments:** This option indicates that the hash value that is listed in the NSRL or other defined hash lists will be used to filter an email's attachments in addition to filtering loose documents.

*Exclude Matching Hashes:* This option indicates that files with a hash value that is listed in the NSRL or other defined hash list should NOT be copied.

*Include Matching Hashes:* This option indicates that files with a hash value that is listed in the NSRL or other defined hash lists are the ONLY files that will be copied.

# Email Filters Tab

# **OUTLOOK EMAIL FILTERS**

**Email Filters** allow users to search and copy messages from loose Outlook PST's and Exchange OST's without using Outlook or a MAPI connection. It also allows you to search email sources that are connected through Outlook via MAPI. When email sources are encountered during enumeration, Harvester automatically starts new threads to handle separate mail stores and reserves one thread to continue processing individual loose files. The number of threads is set to 'Auto' by default based on the system hardware; however, it can be customized by the user.

Overview	General Sources Targets	Keyword Filters Filte Filters Encryption Reporting
- Loo	se PST/OST Email Sea	rching:
	Coareb romoto omail accounte /	(TMAD/Euchanne/CMail)
	Search loose Outlook PST/OST	files
	Search for these addresses/domains:	@aol.com support@pinpointlabs.com
		*
		Exclude the listed addresses/domains
	Search folders with these patterns:	Inbox
	EXCLUDE folders with these patterns:	Sent
	Search for emails in this date range:	☑ 1/ 1/2013 ▼ to 12/31/2015 ▼
	(mm/dd/yyyy)	V Search attachment dates
	Deduplication options:	Remove duplicate emails
	Processing type:	Single target per source
		♥ Collate sources into single target PST ♥ Generate loose email files from source:
(		

*Search for these addresses/domains (To/From/CC/BCC):* You can enter or paste a list of items that are going to be used in the filter. There should be one entry per line as shown in the image. Names, domains or email addresses may be entered. When a domain only is entered, all emails from that domain will be selected.

*Exclude emails with matching addresses:* This option indicates whether emails that are found matching the *Search for these addresses/domains* (To/From/CC/BCC) filter should be included in the results or excluded from them.

*Search folders with these patterns:* This option allows you to enter the names of the folders in the PST to be searched. Use only one entry per line as shown in the image. Leaving this field blank will search all folders. This field supports the following wildcard characters:

- \* matches any number of characters
- ? matches any single character
- # matches any single digit

Overview	General	Sources	Targets	Keyword Filters	File Filters	Email Filters	Encryption	Reporting	
4 Loo	se PST/	OST Em	ail Sea	rching:					
	Search re	mote email	accounts (	IMAP/Exchange	e/GMail)				
	Search loc	ose Outlook	PST/OST	files	,,				
	Search for t	hese addresse	es/domains:	@aol.com support@pinpoir	ntlabs.com				*
									+
				Exclude the lit	sted addresses	/domains			
	Search fold	ers with these	patterns:	Inbox					*
									-
	EXCLUDE F	folders with the	ese patterns:	Sent					*
									77
	Search for e	emails in this d	ate range:	1/ 1/2013	▼ to 12	2/31/2015 💌			
		(mm/)	аалуууу)	🔽 Search attach	nment dates				
	Deduplicatio	on options:		📝 Remove dupli	icate emails				
	Processing	type:		<ul> <li>Single target p</li> <li>Collate source</li> <li>Generate loos</li> </ul>	per source es into single ta e email files fro	rget PST m source:			

**EXCLUDE folders with these patterns:** This option allows you to enter the names of the folders in the PST that should NOT be searched.

This includes subfolders, so including *SKIP\_THIS\_FOLDER* in the exclusion patterns would skip any folder with *SKIP\_THIS\_FOLDER* (case insensitive) appearing in the path.

Both **\SKIP\_THIS\_FOLDER** and **\Inbox\MyStuff\SKIP\_THIS\_FOLDER** would be excluded. This field also supports the following wildcard characters:

- \* matches any number of characters
- ? matches any single character
- # matches any single digit

*Start Date/Ending Date:* These fields provide the option to narrow the emails extracted by the date range specified. This applies to emails only. The dates are entered in *MM-DD-YYYY* format.

*Apply date range search to attachment file dates:* Selecting this option applies the email date range filter to email attachments where applicable.

**NOTE:** Emails received via Exchange retain their original creation dates and modification dates, but attachments received via POP will have these dates set to the received time of the message.

 is based on the following values: Sender, Recipient, CC, BCC, Date, Subject, Email Body, Attachment Names, Attachment Sizes.

**Processing Type:** This option determines the format for the target copies of the filtered messages.

*Create single target per source:* This will create one target PST named the same as the original containing copies of the filtered messages. The new PST will reside in a path in the target according to the target path settings in **General Options**.

**Collate sources into a single target PST:** This option will combine all source PSTs into the target specified in the **Process Target** path.

**Process Target:** Click the **Browse** button next to this field to specify the target PST. If no PST path is chosen, a PST file called **collated.pst** in the logs path will be used. This field supports the following variables:

[SCDrive] – The drive letter that Harvester is running from.
[JobName] – The name of this job.
[Logs] – The path set up for logs.
[Target] – The path set up as the target for this job.
[CName] – The name of the computer running this job.
[UName] – The username of the logged-in user running this job.
[Date] – The date the job was run.
[DateTime] – The date and time (to the second) that the job was run.

*Generate loose email files from sources:* This option allows you to export responsive emails to loose message files.

**Export Type:** This option allows you to specify the format for the extracted messages. A copy of each email matching the filtered criteria will be saved in the chosen format and the subject is used as the filename. The messages will be stored in the same folder structure from the PST and the parent level folder is named after the source PST. *Only* **.msg** and **.eml** files will retain attachments. The following loose message types are supported:

- Unicode Outlook Message (msg) files
- Raw RFC822 (.eml) files

#### EMAIL OPTIONS - MICROSOFT EXCHANGE/ACTIVE EMAIL/DRAG & DROP FILTERING

view   Genera	I Sources Tar	gets Keyword Filters	File Filters	Email Filters	Encryption	Reporting	
Exchange	/Mounted P	ST/Drag-and-	Drop Sear	ching:			
Search	connected Excha	nge or OST mailbox					
Search	connected Excha	nge Public Folders					
Search	mounted Outlook	PST files					
Search f	or these addresses/c	domains: @aol.com					
		supporterpinp	ointiads.com				
		Exclude the	listed addresses	/domains			
				- domains			
Search f	olders with these pat	terns: Inbox					
		12 14					
EXCLUE	E folders with these	patterns: Sent					
					5		
Search f	or emails in this date /mm/dd/	range: 🔽 1/ 1/201	3 💌 to 12	/31/2015 💌			
		Search atta	chment dates				
Deduplic	ation options:	📝 Remove du	plicate emails				
Processi	ng type:	Single targe	t per source				
		Collate sour	ces into single ta	rget PST			

These options allow you to apply filtering to connected MS Exchange Mailboxes, PST files that are actively mounted in the user's Outlook, or connected Exchange Public Folders.

#### Search Connected Exchange Mailbox:

When checked, this searches and exports the resulting responsive messages from the default Exchange Mailbox connected to by the logged in user's Outlook.

#### Search Connected Exchange Public Folders:

When checked, this searches and exports the resulting responsive emails from Exchange Public Folders that are connected to the logged in user's Outlook.

#### Search Mounted MS Outlook PST Files:

When checked, this searches and exports the resulting responsive emails from mounted Outlook PST Files.

#### Search for these addresses/domains (To/From/CC/BCC):

You can enter or paste a list of items that are going to be used in the filter. There should be one entry per line as shown in the image. Names, domains or email addresses may be entered. When only a domain is entered, all emails from that domain will be selected.

#### Exclude the listed addresses/domains:

This option indicates that emails found matching the *Search for these addresses/domains (To/From/CC/BCC)*filter should be excluded from the search results.

**Folders to Search:** This option allows you to enter the names of the folders in the PST to be searched. Use only one entry per line as shown in the image. Leaving this field blank will search all folders. This field supports the following wildcard characters:

- \* matches any number of characters
- ? matches any single character
- # matches any single digit

**Folder Exclusion Patterns:** This option allows you to enter the names of the folders in the PST that should NOT be searched. This includes subfolders, so including *SKIP\_THIS\_FOLDER* in the exclusion patterns would skip any folder with *SKIP\_THIS\_FOLDER* (case insensitive) appearing in the path. Both \*SKIP\_THIS\_FOLDER* and \*Inbox\MyStuff\SKIP\_THIS\_FOLDER* would be excluded. This field also supports the following wildcard characters:

- \* matches any number of characters
- ? matches any single character
- # matches any single digit

*Start Date/Ending Date:* These fields provide the option to narrow the emails extracted by the date range specified. This applies to emails only. The dates are entered in *MM-DD-YYYY* format.

*Apply date range search to attachment file dates:* Selecting this option applies the email date range filter to email attachments where applicable.

**NOTE:** Emails received via Exchange retain their original creation dates and modification dates, but attachments received via POP will have these dates set to the received time of the message.

**Remove duplicate emails:** When this option is checked, messages are compared across all PST files in the listed data sources. An MD5 hash value is calculated for each message and compared to all messages which have been processed in the current job. As duplicate messages are encountered they are flagged and written to the **\_duplicate\_email.log**. The MD5 hash value is based on the following values: *Sender, Recipient, CC, BCC, Date, Subject, Email Body, Attachment Names, and Attachment Sizes*.

**Processing Type:** This option determines the format for the target copies of the filtered messages.

*Create single target per source:* This will create one target PST named the same as the original containing copies of the filtered messages. The new PST will reside in a path in the target according to the target path settings in **General Options**.

**Collate sources into a single target PST:** This option will combine all source PSTs into the target specified in the **Process Target** path.

**Process Target:** Click the **Browse** button next to this field to specify the target PST. If no PST path is chosen, a PST file called **collated.pst** in the logs path will be used. This field supports the following variables:

[SCDrive] – The drive letter that Harvester is running from.
[JobName] – The name of this job.
[Logs] – The path set up for logs.
[Target] – The path set up as the target for this job.
[CName] – The name of the computer running this job.
[UName] – The username of the logged-in user running this job.
[Date] – The date the job was run.
[DateTime] – The date and time (to the second) that the job was run.

*Generate loose email files from sources:* This option allows you to export responsive emails to loose message files.

**Export Type:** This option allows you to specify the format for the extracted messages. A copy of each email matching the filtered criteria will be saved in the chosen format and the subject is used as the filename.

The messages will be stored in the same folder structure from the PST and the parent level folder is named after the source PST. Only **.msg** and **.eml** files will retain attachments. The following loose message types are supported:

- Unicode Outlook Message (msg) files
- Raw RFC822 (.eml) files

# **EMAIL OPTIONS - LOTUS NOTES**

Email options allow users to filter Lotus Notes (NSF) files. Filtering criteria can be applied to the header (i.e. email addresses, domains and display name), subject, message body and attachments.

Overview	General Sources Targets Keyw	vord Filters File Filters	Email Filters	Encryption	Reporting			
⊿ Lot	us Notes Searching:							
V	Search loose Lotus Notes NSF files							
	Search the active Lotus Notes email	account						
		12.13						in the second
	Search for these email addresses/domains:	@aol.com support@pinpointlabs.co	m					*
								-
		Exclude the listed add	resses/domains					
	Search for emails in this date range: (mm/dd/yyyy)	☑ 1/ 1/2013 💌	to 12/31/2015	•				
	Deduplication options:	📝 Remove duplicate me	ssages					
	Other Lotus Notes options:	V Process a working co	oy where possible					
	(mm/dd/yyyy) Deduplication options: Other Lotus Notes options:	Remove duplicate me Process a working cop	ssages by where possible	ŧ.				

#### Search loose Lotus Notes NSF files:

This item must be checked in order to enable Lotus Notes NSF email processing.

**NOTE:** NSFs that are found with no messages matching the applied filters are written to the exclusion log if the **Exclusions Log** option in **Reporting** has been selected.

#### Search the Active Lotus Notes email Account:

This option instructs Harvester to connect to the default Lotus Notes mail store that is set up in the current user's profile and conduct the search on it. It can be used independently of the *Search loose Lotus Notes* NSF files option.

#### Search for these email addresses/domains (To/From/CC/BCC):

You can enter or paste a list of items that are going to be used in the filter. There should be one entry per line as shown in the image. Names, domains or email addresses may be entered. When a domain only is entered, all emails from that domain will be selected.

N	General	Sources	Targets	Keyword Filters	File Filters	Email Filters	Encryption	Reporting	
ott	is Note	s Searc	ning:						
1	Search lo	ose Lotus I	Notes NSF	files					
	Search th	e active Lo	tus Notes	email account					
	Search for t	these email a	addresses/do	omains: @aol.com support@	) ninnointlabs.cr	m			
				oupporter	paripon kidoo.oo	an.:			
				Exclude	a the listed add	dresses/domains			
	Search for e	emails in this (rr	date range: nm/dd/yyyy)	☑ 1/ 1.	/2013 💌	to 12/31/2015	•		
	Deduplicati	on options:		🔽 Remov	e duplicate me	ssages			

#### Exclude the listed addresses/domains:

This option indicates that emails found matching the *Address/Domain to Search for (To/From/CC/BCC)* filter should be excluded from the search results.

#### Start Date/Ending Date:

These fields provide the option to narrow the emails extracted by the date range specified. This applies to emails only. The dates are entered in MM-DD-YYYY format. The dates matched are the Send/Received times from the email header as well as the Lotus Notes document creation date.

#### Remove duplicate emails:

When this option is checked, messages are compared across all stored emails in the listed data sources. An MD5 hash value is calculated for each message and compared to all messages that have been processed in the current job. As duplicate messages are encountered, they are flagged and written to the *\_duplicate\_email.log*. The MD5 hash value is based on the following values: Sender, Recipient, CC, BCC, Subject, Email Body, Attachment Names, and Attachment Sizes.

#### Search working copy of NSF where possible:

When this option is checked, Harvester will make a copy of the NSF file and search the copy. This is done because Lotus Notes is unable to open or search a read-only NSF file and as such will change the metadata on any NSF that it opens. Creating a working copy allows you to retain the original NSF's metadata and hash value and still conduct a Lotus Notes search. Unchecking this box will instruct Harvester to conduct the search on the NSF file in its original location.

**NOTE: If you are using email filtering in any of the above options as well as searching for keywords**, Harvester will treat the combination as an **AND** (any keywords will be searched for within responsive emails located using the email filters).

#### ABOUT THE PINPOINT LABS MAIL PROCESSING ENGINE (PPLM)

The PPLM email processing engine was introduced in Harvester 5.0 and is used to process messages from all mail sources except Lotus Notes. PPLM is multi-threaded, and a sub folder will be created for each mail store that runs during a job.

When troubleshooting, a Pinpoint Labs Support Engineer may ask for the logs in order to help diagnose a problem which can be found in the PPLM folder in your job log directory.

# Encryption Tab and Reporting Tab

### **ENCRYPTED FILE DETECTION**

Harvester has the ability to identify several different types of encrypted files such as PST, PDF, Word, Excel, Access, and Zip files. The settings listed here let users determine whether to look for encrypted files and what to do with them if they are found.

Overview Genera	Sources	Targets	Keyword Filters	File Filters	Email Filters	Encryption	Reporting	
<ul> <li>Encryptio</li> </ul>	n Detect	ion Set	tings:					
Detect Copy e Target Cop Cop Co Co	encrypted files ncrypted files path for encry wy full paths ate root folders ate subfolders	s and image- to normal loc to special loc pted files:	only pdf files ation ation					Browse

**Detect Encrypted and Image-Only Files:** Checking this option will force all loose files and email attachments through the encryption detection routines. If these files are determined to be encrypted, they will be listed in the encrypted files log in the logs folder.

**NOTE:** In regards to PDF files, both the encryption status and whether a PDF file contains only images (*image-only*) are determined. *Image-only PDF files are considered encrypted because there is a high likelihood that they will need to be reviewed.* 

*Count Encrypted Files and Image-only files as KW hits:* Checking this box will count any encrypted document that also matches all other filter criteria (*except keyword*) as responsive. Unchecking this box will not flag encrypted items as responsive; it will only log them.

**Copy encrypted files normally:** This option will copy encrypted files to their normal target locations. Unchecking this box instructs the program not to copy encrypted files to their normal target location.

**Copy encrypted files to a special folder:** This option allows the user to specify a target folder for any encrypted files. Users can either click the **Browse** button to select a folder or use the following variables to specify a target:

[SCDrive] – The drive letter that Harvester is running from.
[JobName] – The name of this job.
[Logs] – The path set up for logs.
[Target] – The path set up as the target for this job.
[CName] – The name of the computer running this job.
[UName] – The username of the logged-in user running this job.
[Date] – The date the job was run.
[DateTime] – The date and time (to the second) that the job was run

*Copy Full Paths:* This option will recreate the full path to the encrypted file on the target side.

**Create Root Folders:** This option will also create a folder at the base of the target path named after the drive letter or UNC server on which the file was found. For example, an encrypted file found at C:\demo\test3\Crypto.doc may be copied to J:\Collected Files\Encrypted\C\demo\test3\Crypto.doc.

*Create subfolders:* This option will create subfolders beneath the encrypted file target. Not checking this box or the *Create Full Paths* box will force all of the encrypted files into the root of the path specified above.

# REPORTING

Overview	General	Sources	Targets	Keyword Filters	File Filters	Email Filters	Encryption	Reporting
Rep	ort Gei	neratio	n:					
17	Verificatio	on log						
	🔽 Hash 🔽 Hash	source files destination f	iles					
	🔽 Tally sum	imary						
	🔽 Exclusion	ns log						
	🚺 File list							
	V Folder list	B						
	V Hasri list V Senarate	timestamp m	nismatch log					

*Verification Log:* When selected, this option will create the Chain of Custody log file (\_verification\_log.csv). This report, a comma separated values file (.csv), lists fields pertinent to the copies made and the statistics of each file.

Using the *Create Verification Log*, *Hash the Source File* and *Hash the Destination File* options will result in a detailed Chain of Custody log file saved in the directory chosen in the *Log File Path*.

These fields include:

- Date/Time Copied
- Hashes Match
- TS Exact Match
- Source Path
- Source Created Date
- Source Modified Date
- Source Access Date
- Source Size (in bytes)
- Source MD5 (calculated MD5 hash value)
- Destination Path
- Destination Created Date
- Destination Modified Date
- Destination Access Date
- Destination Size (in bytes)
- Destination MD5 (calculated MD5 hash value)
- Error Messages

#### Hash the Source File:

This option calculates the MD5 hash value of each file copied before the copy is made. The values are reported in the Chain of Custody log file.

#### Hash the Destination File:

This option calculates the MD5 hash value of each file once copied to the destination. The values are reported in the Chain of Custody log file.

#### File List:

This option stores a file containing the path and file name of each responsive file encountered for this job. It will also create individual extended file, extended email, extended archived files and extended email attachments lists. These lists can be created without copying the files.

#### Folder List:

This option stores a file in the specified log path that contains the top-level folders specified as sources.

### Hash List:

This option writes the MD5 hash value for all responsive files to a hash list file located in the current job log directory. This list can then be used as a filter (de-dupe) using the **Use Hash List Filter (deNIST)** option by placing this file in the \_hashlist folder.

#### **Exclusion Log:**

This option creates a log of any files that were excluded due to the various exclusion filters or due to the *Hash List Filter* or *Exclude Duplicates* options. The log also contains an explanation for the exclusion.

#### Log Time Stamp Changes Separately:

When selected, the program will not count time stamp discrepancies due to mismatched file systems as errors in the error log, but will create a separate log to note these discrepancies.

# SAVING HARVESTER JOBS

Once a Harvester job is created, users can save it to use with automated collections or reuse when needed. Harvester files are saved with the **.occ** extension. Selecting **Save As** will open the **\_occ** directory in the Harvester directory. Job files stored in the \_occ directory will be displayed in the job list automatically when Harvester is launched.

Harvester job files can be quickly created, saved and emailed to clients for self-collection and stored wherever a user prefers. The Harvester job filename will default to the *Job Name* entered under details; however, users can choose an alternative.



# **OPENING HARVESTER JOBS**

Harvester job files stored in the \_occ directory will be displayed in the Job Profile tab when the application is launched. However, both job files and runtime .scj files can be loaded from other locations by clicking *Open* on the *Job* ribbon bar and browsing to the file location. Users can edit job files and update the file by clicking *Save*.

Users can also drag and drop an occ file from Windows Explorer to the job profile tree to display and edit settings. Clicking *Run* on the settings form will execute the current specifications in the job manager form.

# Job Console

# JOB CONSOLE OVERVIEW

The first tab in the job console displays several useful statistics that include:

- Job Name
- Start Time
- Elapsed Time
- Estimated time remaining (during the processing phase)
- File included/excluded
- Current container
- Multi-threaded object identification

Overview	Settings	By File Typ	e Emails	By Keyword	Errors (40)	
Punnin	a lob:	1.7	ACME File Co	ection AB001		
Startt	ime:		5/14/2014 8	19:50 PM		
Flance	d time:		00:00:00:58			
Estima	ted time ren	aining	00:00:18			
Files co	nied:	anning.	30			
Files et	xcluded:		0			
Curren	t container:		C:\Users\Jon	Desktop\Custodia	an Source 2\Sal	es∖MSmith
Curren	t item:		DOE First Res	ponder Guide.pdf		
Curren	t process:		Starting new o	opy thread on 4		
Export	ed message		0	55E0.		
Error	ount:		0			
Thread	d 1:		Waiting			
Thread	1 2:		Waiting			
Thread	1 3:		Waiting			
Thread	14:		Thread 4: 0%	of 402.77 KB Disc	overvofdiaitalinfo	rmationSept2205.pdf

Users frequently monitor this tab for overall job processing information.

# **JOB CONSOLE SETTINGS**

When running jobs directly from a profile on the local system (versus remote launching jobs on target computers) the Harvester job progress console will appear. Users can view their job profile settings while it's running by clicking on the **Settings** tab. Double clicking on the **Target path** or **Logs path** will open the corresponding locations.

Overview	Settings	By File Type Emails	By Keyword Errors (40)						
Gen	neral set	tings							
Jol	b name:		ACME File Collection AB001						
Co	mmand to a	un on start							
Col	mmand to r	un on end:							
She	ow commar	nd prompt window:	No						
Th	reads to us	e:	Automatic						
Dry	y run:		No						
Sile	ent mode:		Yes						
sou	rce sett	ings							
Sea	arch subdire	ectories:	Yes						
Sea	arch zip file	s as folders:	No						
Ар	ply filters to	o user added folders:	No						
Tra	anslate map	oped drives to UNC:	No						
⊿ De	fined source	es:							
-	Isreel V. C	Ion Deckton Custodian S.							

# JOB CONSOLE BY FILE TYPE

While processing a job the **By File Type** tab will provide real-time statistics for file types and categories including total count and size. The matching files are also organized by *Loose Files, Archived*, and *Email Attachments*.

v	erview	Settings	By File Type	Emails	By Keyword	Errors (40)	
			Loose Files	A	rchived	Email Attach.	Total
	Office	Documents	44 / 18.14 MB	0	/ O Bytes	0 / 0 Bytes	44 / 18.14 MB
			1 / 4 KB	0	/ O Bytes	0 / 0 Bytes	1 / 4 KB
	pdf		32 / 14.32 MB	0	/ O Bytes	0 / 0 Bytes	32 / 14.32 MB
	ppt		1 / 1.07 MB	0	/ O Bytes	0 / 0 Bytes	1 / 1.07 MB
	doc		3 / 465 KB	0	/ 0 Bytes	0/0Bytes	3 / 465 KB
	doc>		4 / 1.29 MB	0	/ O Bytes	0 / 0 Bytes	4 / 1.29 MB
	xls		1 / 1005 KB	0	/ O Bytes	0 / 0 Bytes	1 / 1005 KB
	Email F	Files	1 / 11.4 MB	0	/ O Bytes	0 / 0 Bytes	1 / 11.4 MB
	Web D	ocuments	1 / 358.21 KB	0	/ O Bytes	0 / 0 Bytes	1 / 358.21 KB
	TOTAL	5:	46 / <mark>29.89 M</mark> B	0	/ 0 Bytes	0 / 0 Bytes	46 / <mark>29.89 MB</mark>

# JOB CONSOLE EMAILS

While processing a job, the **Emails** tab provides real-time statistics for matching messages. The path to the store and total count are also included.

Nuarui	au Cattings E	u File Tupe	Emails	Bu Keuword	Errore (40)	7		
Overvi	ew Jeangs L	утпетуре	Lindia	by Keyword	E11015 (40)			
Er	nail Store					5	earched	Four
a HI	Potter ost						154	8
	Path:	C:\Users	Non\Deskh	nn\Custodian S	ource 2\MS F	xchange PST\HPott	ernst	5
	Target:	0.10001	5 5 5 1 1 D 0 5 1 0	sp iouolodian o	04100_21110 6	nonango i o i an ok	onpol	
	Folders (total):	6						
	Folders searched	6						
	Items (total):	154						
	Items (searched)	: 154						
	Items (found):	8						
	Items (extracted	): 0						
⊿ ][	oe.pst						296	0
	Path:	C:\Users	s\Jon\Deskti	op\Custodian S	ource_2\MS E	xchange PST/JDoe.	pst	
	Target:							
	Folders (total):	6						
	Folders searched	: 6						
	Items (total):	296						
	Items (searched)	. 296						
	Items (round):	<b>N</b> 0						
ым	Smith ost	<b>J</b> . 0					147	n
100	Summer						1996	×
Т	OTALS:						597	8

# JOB CONSOLE BY KEYWORD

While a job is running, a list of the keywords in the job profile will be displayed in the **By Keyword** tab. Once the indexing process is completed, the counts will be updated. The **Create Index** option must be selected to get keyword result counts.

eyword hits by term	
<b>⊥</b> judgement	:
T revolutionary idology	(
T working w/5 class	(
T country club hills	(
Tpace	5
Aggregate Percentage	(
T Car Seller	(
T forensics	
1 evidence	1
T hacking	(
T litsupport	ę
T All terms	1:
Non-searchable files	(

# **JOB CONSOLE ERRORS**

While a job is running, users can see real-time error reporting on the Errors tab. Messages will be organized into common categories and by expanding a selection, users can see details related to each item. File-based errors allow you to double-click on the error to open an explorer window to the specified file. PST-based errors allow you to double-click on the error and run the source PST through *ScanPST* if it is installed.

Overview	Settings	By File Type	Emails	By Keyword	Errors (40)	
⊿ ØAco	ess denied	l			·	(2)
Doc	uments and S	Settings				
Syste	em Volume Ir	nformation				
Act	ive email: I	Lost connectio	n			(1)
- AC	TIVE EMAIL	LOST CONNECT	10N -			
👂 🧧 Car	not create	or write to ta	rget PST			(2)
Car	not read f	rom source				(2)
D Car	not read fi	rom target				(2)
Car	not write t	to target				(2)
	rupt or ma	normed mess	ige item			(5)
k 🖪 Hai	vester dat	abase errors				(2)
	PI connect	ion errors				(3)
b BErr	ors (Other)					(2)
	file is corr	upt				(2)
	file was di	sconnected				(2)
Þ PST	file needs	to be read/wr	ite enable	ed		(2)
D 🖪 PST	file is pass	sword protecte	ed or inac	cessible		(2)
Þ 📕 Sou	urce PST to	o large for MA	PI proces	sing		(2)
👂 🙀 Tar	get PST is	too large				(2)
🕨 🧥 Wa	rnings					(3)

**NOTE:** The above progress console only appears when running job profiles on the local system. Statistics from a remote job launch will be displayed in the job manager grid. You may view more extensive statistics for a completed job by clicking on the job and *View Results* in the job manager grid.

RESUMING A JOB		

A number of conditions may cause jobs to be cancelled or fail to complete. Incomplete jobs can be easily resumed by selecting the **Resume an Incomplete Job** option in the **Job Profile** ribbon. To resume the job, browse and select the \_jobfile.scj, which will be located in the **Logs Path** that was specified for the project.



Alternatively, users can resume a job listed in the **Previous Jobs** list by clicking on the job and choosing **Resume this job**. This option can save time as users do not need to confirm the log folder location and manually browse to locate the .scj file.

# RERUNNING ERRORS FOR A JOB

Jobs can also error out on certain files while being processed. Files with errors can be rerun simply by selecting the **Resume an Incomplete Job** option in the **Job Profile** ribbon. To rerun errors, you need to also browse and find the \_jobfile.scj as you would if you were trying to just resume an incomplete job.



Alternatively, users can rerun errors for jobs listed in the **Previous Jobs** list by clicking on the job and choosing **Rerun errors**. This option can save time as users do not need to confirm the log folder location and manually browse to locate the .scj file.

# Data Assessment Mode

#### Harvester runs in two separate stages:

**Enumeration** (inventory stage): This is the first phase where it goes through the specified sources and records which files meet filter criteria.

**Processing** (copy stage): Harvester goes through the list it made during enumeration, and copies the items and hash verifies the copies.

Running Harvester in *Data Assessment Mode* will stop the job after enumeration, to generate inventory reports without copying the data.

ob Details:	
Job Name:	Beta1_EmailKW
Job File:	C:\Users\Administrator.0\WNER-PC\Desktop\HARVESTER_PORTABLE_5_0_697\bin\_occ\Beta1_EmailK\w.occ
Instructions:	Follow my lead
In case of error:	Refer to the Help File
Threads to use:	Auto detent
Run time options:	Data Assessment Mode (Pause for review before collecting)     Bun in Steet Mode (Funce will be loaned but will not ston the process)

NOTE: Clicking Resume this job at any point will finish enumeration and proceed to copy phase.

**Post-Data Assessment** is viewed in the History window under the **Files tab**. The user has the opportunity to uncheck unnecessary extensions before resuming the copy phase. This can cull the data further, potentially reducing copy time and per-gigabyte processing fees.

nmary	Settings	Files	Keywords E	imails En	crypted Error:	\$
Files	by ex	tensi	on			
		I	.oose files	Archived	Email Attac	:h. Total
pst		I	🗸 3 / 79.49 MB	0 / 0 Byter	s 0/0 Bytes	3 / 79.49 MB
nsf		[	🗷 1 / 37.25 MB	0 / 0 Byte:	0 / 0 Bytes	1 / 37.25 MB
ppt	x	[	📝 1 / 9.09 MB	0 / 0 Byte:	0/0 Bytes	1 / 9.09 MB
doc	x	[	🖉 27 / 7.75 MB	0 / 0 Bytes	0 / 0 Bytes	27 / 7.75 MB
zip		[	🖉 2 / 4.38 MB	0 / 0 Bytes	0/0 Bytes	2 / 4.38 MB
pdf		I	🖉 23 / 2.31 MB	0 / 0 Bytes	0 / 0 Bytes	23 / 2.31 MB
ppt		[	🖉 2 / 2.02 MB	0 / 0 Bytes	0 / 0 Bytes	2 / 2.02 MB
tif		1	🖉 1 / 184.91 KB	3 0 / 0 Bytes	0 / 0 Bytes	1 / 184.91 KB
exe		[	🖉 1 / 40 KB	0 / 0 Bytes	3 0 / 0 Bytes	1 / 40 КВ
txt		I	🖉 3 / 27.95 KB	0 / 0 Bytes	0 / 0 Bytes	3 / 27.95 KB
db		[	🖉 1 / 27.5 KB	0 / 0 Bytes	s 0 / 0 Bytes	1 / 27.5 KB
htm	1	1	📝 1 / 8.21 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 8.21 KB
тот	ALS:		6 / 142.57 MB	6 0 / 0 Byt	es 0 / 0 Bytes	66 / 142.57 MB

Under the Files tab, check for unnecessary file extensions. Choose and uncheck unnecessary extensions before resuming into the copy phase.

In the History Tab, highlight the job and click on *Resume this job* after review to proceed to copy phase.



To Resume a job at a later time (Collect the identified data).

If the logs are available but the job is not listed under the History tab, open the Harvester, Click on Tools > Resume an Incomplete Job. Browse to the *\_jobfile.scj* for the job you wish to resume and click *Open*. The *\_jobfile.scj* will be located in the logs folder.

**Post-Data Assessment** is viewed in the History window under the **Files tab**. The user has the opportunity to uncheck unnecessary extensions before resuming the copy phase. This can cull the data further, potentially reducing copy time and per-gigabyte processing fees.

# To Resume a Job via Harvester Server Console Interface (Collect the identified data)

 Man
 Tools
 Help

 Open Like
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Highlight a job by checking its box and a Click the View Results button.

Under the Files tab, check for unnecessary file extensions.

)				
dof				
Court -				
As				
File				
	Kaunada L Fa	and I Francis	and France	
nary settings riles	Keywords Er	nalis Encryp	ed Errors	
Files by extens	sion			
	Loose files	Archived	Email Attach.	Total
pst	3713.11 MB	U/UBytes	U / U Bytes	3 / 13.11 MB
pdt	16 / 12.56 MB	U / U Bytes	U / U Bytes	16 / 12.56 MB
mdb	27768KB	571.72 MB	U / U Bytes	7 / 2.47 MB
ppt	₩ 471.8 MB	U / U Bytes	U / U Bytes	4 / 1.8 MB
accdb	371.63 MB	0/0Bytes	0 / 0 Bytes	3 / 1.63 MB
zîp	2/1.34 MB	0 / 0 Bytes	0 / 0 Bytes	2 / 1.34 MB
jba	2 / 239.29 KB	6 / 535.24 KB	0 / 0 Bytes	8 / 774.53 KB
tif	1 / 184.91 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 184.91 KB
docx	🗹 1 / 81.29 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 81.29 KB
dll	🗹 1 / 52.5 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 52.5 KB
exe	🗹 1 / 40 KB	0/0Bytes	0 / 0 Bytes	1 / 40 KB
xls	🗹 1717 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 17 КВ
png	📝 1 / 7.39 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 7.39 КВ
TOTALS:	38 / 31.8 MB	11 / 2.24 MB	0 / 0 Bytes	49 / 34.04 MB
Files by catego	ory			
	Loose files	Archived	Email Attach.	Total
Office Documents	22 / 14.45 MB	0 / 0 Bytes	0 / 0 Butes	22 / 14.45 MB
Email Files	3 / 13.11 MB	0/0 Bytes	0 / 0 Butes	3 / 13.11 MB
Database Files	5 / 2.38 MB	5/1.72 MB	0 / 0 Butes	10 / 4.1 MB
Archives	27134 MB	0 / 0 Butes	0 / 0 Butes	2 / 1.34 MB
Images	4 / 431.59 KB	6 / 535.24 KB	0 / 0 Butes	10 / 966.83 KB
Executable Files	2 / 92.5 KB	0 / 0 Bytes	0 / 0 Bytes	2 / 92.5 KB
TOTALS:	38 / 31.8 MB	11 / 2.24 MB	0 / 0 Bytes	49 / 34.04 MB

Choose and uncheck unnecessary extensions before resuming into the copy phase.

à -					
Job					
save File					
mary Settings File:	s Keywords Er	mails Encrypt	ted Errors		
Files by exten	sion				
	Loose files	Archived	Email Attach.	Total	
pst	📝 3713.11 MB	0 / 0 Bytes	0 / 0 Bytes	3 / 13.11 MB	
pdf	👿 16 / 12.56 MB	0/0 Bytes	0 / 0 Bytes	16 / 12.56 MB	
mdb	🔲 2 / 768 KB	5 / 1.72 MB	0 / 0 Bytes	5 / 1.72 MB	
ppt	🔽 4 / 1.8 MB	0 / 0 Bytes	0 / 0 Bytes	4 / 1.8 MB	
acodb	👿 371.63 MB	0 / 0 Bytes	0 / 0 Bytes	3 / 1.63 MB	
zip	2 / 1.34 MB	0 / 0 Bytes	0 / 0 Bytes	0 / 0 Bytes	
ipq	👿 2 / 239.29 KB	6 / 535.24 KB	0 / 0 Bytes	8 / 774.53 KB	
tif	1 / 184.91 KB	0 / 0 Bytes	0 / 0 Bytes	0 / 0 Bytes	
docx	👿 1 / 81.29 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 81.29 KB	
dll	🗹 1 / 52.5 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 52.5 KB	
exe	🔽 1 / 40 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 40 KB	
xls	🔽 1 / 17 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 17 KB	
png	🔽 1 / 7.39 KB	0 / 0 Bytes	0 / 0 Bytes	1 / 7.39 КВ	
TOTALS:	33 / 29.53 MB	11 / 2.24 MB	0 / 0 Bytes	44 / 31.77 MB	
Files by catego	ory				
	Loose files	Archived	Email Attach.	Total	
Office Documents	; 22 / 14.45 MB	0 / 0 Bytes	0 / 0 Bytes	22 / 14.45 MB	
Email Files	3 / 13.11 MB	0 / 0 Bytes	0 / 0 Bytes	3 / 13.11 MB	
Database Files	5 / 2.38 MB	5 / 1.72 MB	0 / 0 Bytes	10 / 4.1 MB	
Archives	271.34 MB	0 / 0 Bytes	0 / 0 Bytes	2 / 1.34 MB	
Images	4 / 431.59 KB	6 / 535.24 KB	0 / 0 Bytes	10 / 966.83 KB	
Executable Files	2 / 92.5 KB	0 / 0 Bytes	0 / 0 Bytes	2 / 92.5 КВ	
TOTALS	38 / 31 8 MB	11 / 2 24 MR	0 / 0 Putor	49 / 34 04 MB	

Click Save, close the window and then click Resume.

	Main	То	ols Help	,												
Clos	e New Pro	Edit	Create Batch File	Open	Refresh Now Job	Stop Auto Refresh Grid Actions	Print	Start St Job Dispatche	op Project Can Submit Jobs Task Submit Status	Release Rest	me Rerun for Errors	Restart Stop	Delete View	P Results		
Proje	ect: ACME	0.								-						
Proc	ess /															
	Г	Job ID	Descripti	ion	1	Target Comp	uter (	Inline Status	Job Name	Job Stage	Dispatch Stat	us Process I	D User Name	Start Time (UTC)	Start Time (local)	Last Update Time (UTC)
	Process: 0	Complete	4 WinNT://	PGI2INET/PG	TEST10	PGI-TEST10	G	nine	ACME-Initial Assessment	Run complete			-1 administrate	w 104/22/2015 15:54	:01  04/22/2015 10:54:	01 04/22/2015 15:54:14

# Job History

Harvester Server provides quick access to previously run job statistics and settings. A history database (History.db) is located in the Harvester Server application folder and will store the location and overall statistics of each completed job that is run from that Harvester executable.

After a Harvester job completes, the progress bar will disappear and highlight the job history file that displays the ending job statistics and other useful details. If users create a new install from the Harvester archive file, then a new history database will be created.

# TO VIEW PREVIOUS PROJECT MANAGED JOBS:

Main Tools Help		
Copeny New Edit Create Batch File Project G	Resume for View Browse Browse Job History 5 bob Dispatcher 5	
Projects	Overview Settings	
	Name: Test Set Description:	
-I cit Test Set		
ACME - File Backup		
ACME - File Backup KW		
ACME - Server Backup 02	Currently Selected Profiles	
ACME - Server Backup 02	Job Profile(s):	
ACME File Collection AB002		
ACME- TechSupport Audit		

Highlight the project with the Profile you would like to view, and click **Open**.



Check (highlight) a job and click *View Results* 

Created:

ACME-Acccounting ACME-Lotus Backup Previous Unmanaged Jobs

2Nov14-152338 - ACME - Server Backup
 2Peb15-83246 - ACME - File Backup KW
 12Peb15-83246 - ACME - File Backup KW
 12Peb15-83246 - ACME - File Backup KW
 10Dec14-105332 - ACME - File Backup
 10Dec14-11947 - ACME - File Backup
 11Mar15-122109 - ACME-Lotus Backup
 11Mar15-122109 - ACME-Lotus Backup

24Nov14-151929 - ACME - File Backup

24Nov14-151929 - ACME - File Backup

24Nov14-151451 - ACME - Server Backup

24Nov14-151337 - ACME - Server Backup

The job dispatcher is not currently active. Ready Grid refresh complete at 10:53:29 AM.

	- = x
Man Tools Help	
Image: Second	
Project: ACME ().	
Process /	
Last Undate Job ID Description. Target Computer Online Status Job Hame Job Stage Dispatch Status Process ID User Name  Start Time (UTC)  S	Time (UTC)
I Process: Complete	
d WWWT//PGI2.AET/PGI-TESTI0 PGI-TESTI0 Online ACME-Initial Assessment Run complete -1 administrator 04/22/2015 10:54:01 04/22/2015	15:54:14
6 WINNT://PGI2.MET/PGI-TEST10 PGI-TEST10 Online Beta1_My_Templete02_DAM (Run complete -1 administrator 04/22/2015 16:10:04 04/22/2015 11:10:04 04/22/2015	16:11:58
C 3 WinVT://PGI2.NET/PGI-TEST12 PGI-TEST12 Online ACME_Keyword_Search Starting job 1924 Ina 04/29/2015 16:44:09 04/29/2015 11:44:09 04/29/2015	16:44:09
5 WinNT://PGI2.NET/PGI-TEST10 PGI-TEST10 Online ACME_Keyword_Search Starting job 1492 administrator 04/29/2015 16:45:22 04/29/2015	16:45:22
T WNT://PGI2.NET/PGI-TEST10 PGI-TEST10 Online Start Issued 1772 04/29/2015	16:47:16
4	
The tob dispatcher is running on PGI-TESTI0. Ready Grid refresh complete at 11:52:27 AM.	License use: 0 of 10001

12/10/2014 10:49:55 AM (12/10/2014 4:49:55 PM UTC

Last modified: 12/10/2014 10:49:55 AM (12/10/2014 4:49:55 PM UTC

Last access: 12/10/2014 10:49:55 AM (12/10/2014 4:49:55 PM UTC

ΞX

License use: 0 of 10

This will open the profile's history display interface (below):

Settings       Files       Keywords       Emails       Encrypted       Errors         Run time summary         Job Name:       ACME - File Backup KW Start time:       12 Feb 2015 (8:32:46)         Run on CPU:       PGI-TEST5       End time:       12 Feb 2015 (8:33:38)         Run by user:       administrator       Elapsed time:       00:00:00:54         Exit status:       Completed without errors       Search speed:       27:93 GB/hr         Enumerated:       Yes       Extraction speed:       37:64 GB/hr         Extracted:       Yes       Overall speed:       16:03 GB/hr         Item processing summary       Item processing summary       Item processing summary	
Run time summary         Job Name:       ACME - File Backup KW Start time:       12 Feb 2015 (8:32:46)         Run on CPU:       PGI-TEST5       End time:       12 Feb 2015 (8:33:38)         Run by user:       administrator       Elapsed time:       00:00:00:54         Exit status:       Completed without errors       Search speed:       27:93 GB/hr         Enumerated:       Yes       Extraction speed:       37.64 GB/hr         Extracted:       Yes       Overall speed:       16:03 GB/hr         Item processing summary       Item processing summary       Item processing summary	
Job Name:ACME - File Backup KWStart time:12 Feb 2015 (8:32:46)Run on CPU:PGI-TEST5End time:12 Feb 2015 (8:33:38)Run by user:administratorElapsed time:00:00:00:54Exit status:Completed without errorsSearch speed:27.93 GB/hrEnumerated:YesExtraction speed:37.64 GB/hrExtracted:YesOverall speed:16.03 GB/hrItem processing summary	<b>^</b>
Run on UPU:       PGFFESTS       End time:       12 PG 2015 (8:33:38)         Run by user:       administrator       Elapsed time:       00:00:00:54         Exit status:       Completed without errors       Search speed:       27:93 GB/hr         Enumerated:       Yes       Extraction speed:       37:64 GB/hr         Extracted:       Yes       Overall speed:       16:03 GB/hr         Item processing summary       Item processing summary	E
Run by user:     administrator     Elapsed time:     00/00/00:54       Exit status:     Completed without errors     Search speed:     27.93 GB/hr       Enumerated:     Yes     Extraction speed:     37.64 GB/hr       Extracted:     Yes     Overall speed:     16.03 GB/hr       Item processing summary	
Exit status:       Completed without errors Search speed:       27.33 GB/hr         Enumerated:       Yes       Extraction speed:       37.64 GB/hr         Extracted:       Yes       Overall speed:       16.03 GB/hr         Item processing summary	
Extracted: Yes Overall speed: 16.03 GB/hr Item processing summary	
Item processing summary	
Item processing summary	
Searched Found Excluded Copied Incomplete Er	rors
Loose files 355 355 0 355 0	0
246.27 MB 246.27 MB 0 246.27 MB 0 Bytes 0	Bytes
Email messages 0 0 0 0 0	0
O Bytes O Bytes O O Bytes O Bytes O	Bytes
Email stores 0 0 0 0 0	0
O Bytes O Bytes O O Bytes O Bytes O	Bytes

# TO VIEW PREVIOUS UNMANAGED JOBS

Highlight the unmanaged job you would like to view and click the *View* button.

Open         New         Edit         Create Batch File         Create Statch File         Create Statch File         Statch File	Image: Second
ACME - Backup     ACME - Accounting     ACME - Accounting     ACME - Accounting     ACME - IT     ACME - Collection     Test Set     ACME - File Backup     ACME - File Backup     ACME - File Backup	
ACME - Server Backup 02     ACME - Server Backup 02     ACME File Collection A8002     ACME File Collection A8002     ACME File Collection A8002     ACME File Collection A8002     ACME - TechSupport Audit     ACME - TechSupport Audit     ACME - Lotus Backup     ACME - Lotus Backup	Previous Unmanaged Jobs
	To rerun a job for errors, select <b>Rerun Errors</b> in the <b>Job History</b> group of the ribbon bar above. To resume a job, select <b>Resume</b> in the <b>Job History</b> group of the ribbon bar above. To view previous job results, select <b>View</b> in the <b>Job History</b> group of the ribbon bar above.
CHINA THUSES HALL - THE BOOLD     CHINA THUSES HALL - THE BOOLD     CHINA THUSES HALL - THE BOOLD     CHINA THUSES HALL     CHI	
The job dispatcher is running on PGI-TEST10. Ready There is no active	job list. License use: 0 of 1
This will open the Job's History display interface (below):

<b>(</b>			201						_ = X
Summary	Settings	Files	Keywords	Emails	Encrypted	Errors			
Rur	n time su	umma	ary						*
10	h Name:	ACME	- File Backun	KW Start	time:	12 Feb 2	015 (8:32:46)		E
Ru	in on CPU:	PGI-TE	ST5	End ti	me:	12 Feb 2	015 (8:33:38)		
Ri	in hy user:	adminis	strator	Flans	ed time:	00.00.00	-54		
Ex	it status:	Comple	ted without e	rrors Searc	h speed:	27.93 GE	3/hr		
En	umerated:	Yes		Extra	ction spee	d: 37.64 GE	}/hr		
Ex	tracted:	Yes		Overa	all speed:	16.03 GE	37hr		
Ite	m proce	ssing	summa	ry					
			Searched	Found	Excluded	Copied	Incomplete	Errors	
	Loose file	5	355	355	0	355	0	0	
			246.27 MB	246.27 MB	3 0	246.27 MB	0 Bytes	0 Bytes	
	Email me	ssages	0	0	0	0	0	0	
			0 Bytes	0 Bytes	0	0 Bytes	0 Bytes	0 Bytes	
	Email sto	res	0	0	0	0	0	0	
			0 Bytes	0 Bytes	0	0 Bytes	0 Bytes	0 Bytes	
									π.

Harvester Server job files can also be opened with other versions or installs of Harvester.

Click the Browse button in Job History

Main Tools Help	
Open New Edit Create Batch Frie Project G Job Profile G	Esaure Rerun for View Browse Start Stop Errors Job History Job Dispatcher 15
Projects	
- 😭 ACME	
크 🧼 Job Profile	
ACME_Arthur_and_Milton_NO_VSS	
ACME_Arthur_and_Milton_with_VSS	-1-
ACME_Keyword_Search	
ACME-Initial Assessment	HARVESIER
Beta1_My_lemplate01	
Beta1_My_Templateu2_DAM	* PINPOINTLABS
Date internet	
We wordSearchingDC	
diff I Drive Variable	
-1 Revious Unmanaged Jobs	Projects
22Apr 15-111017 - Beta1 My Template02 DAM	
22Apr 15-105412 - ACME-Initial Assessment	To make a supervised a start the links the links at the Maria the Defined and the second
22Apr 15-111017 - Beta 1_My_Template02_DAM	To create a new project, select <i>Project</i> in the list to the left and then <b>New</b> in the <b>Project</b> group of the ribbon bar above.
22Apr 15-111017 - Beta 1_My_Template02_DAM	To select an existing project, expand the list to the left by click the arrow in front of Project and click the name of the project.
22Apr 15-105412 - ACME-Initial Assessment	
The job dispatcher is running on OWNER-PC. Ready There is no active	job list. License use: 0 of 10001

Organize 🔻 New folder					· ·	0
🔏 OneDrive 🔦	Name	Date modified	Туре	Size		
🧮 Desktop	🧾 _jobfile.scj	2/27/2015 4:50 PM	SCJ File	6 KB		
🗃 Libraries 🔄						
Documents						
J Music						
E Pictures						
Videos						
💐 Homegroup 🗧						
Computer						
🚮 Local Disk (C:)						
🖵 Donovan (\\DSK-						
🝚 OMalley (\\DSK-I						
PinPoint_Raid (\\						
File <u>n</u> ar	me: sci			✓ scj (Jo	b History File) (*.scj)	
						_

Browse to the specific logs folder and choose the \_jobfile.scj

This will open the Job's History display interface (below):

mmary Settings	Files	Keywords	Emails	Encrypted	Errors			
Run time su	umma	ry						
Job Name:	ACME -	File Backun I	(W Start I	ime:	12 Feb 2	115 (8:32:46)		
Run on CPU:	PGI-TE	GT5	End tir	ne:	12 Feb 2	)15 (8:33:38)		
Run by user:	administ	rator	Elapse	d time:	00:00:00:	54		
Exit status:	Complet	ed without er	rors Searcl	n speed:	27.93 GB	/hr		
Enumerated:	Yes		Extrac	tion spee	d: 37.64 GB	/hr		
Extracted:	Yes		Overa	ll speed:	16.03 GB	/hr		
Loose file	25	Searched 355	Found 355	Excluded	<b>Copied</b> 355	Incomplete 0	Errors 0	
		246.27 MD	246.27 MD	U	246.27 MB	U Bytes	0 Bytes	
Email me	ssages	0	0	0	0	0	0	
		0 Bytes	0 Bytes	0	0 Bytes	0 Bytes	0 Bytes	
Email sto	res	0	0	0	0	0	0	
		O Bytes	0 Bytes	0	0 Bytes	0 Bytes	0 Bytes	

Harvester will display the job view and load the job details and results that include:

TAB NAME	DESCRIPTION			
Summary	Contains run time statistics and totals for email and loose files categories.			
Settings	A snapshot of the job profile settings. This can be very useful if users would			
	like to know if, for example, they chose a setting or included all keywords.			
Files	Tally for file types; includes total count and size.			
Keywords	Lists total hits for each keyword entry and allows users to launch keyword hit			
	preview.			
Emails	Review which mail stores had matching items and the folder location.			
Encrypted	Shows list of identified encrypted files organized by type.			
Errors	Shows list of identified errors organized by category.			

While the above descriptions should be self-explanatory, it is worth pointing out the extended functionality in the Keywords tab.

## **KEYWORDS AND HIT HIGHLIGHT REVIEW**

#### Reference: Harvester Keyword Reports & Highlighting

Harvester keyword hit reports and highlighted preview options are very useful for users who want to review search results. To take advantage of these powerful tools, users need to ensure an index was created for the job and keywords were chosen.



All entries will be listed in the **Keywords** tab as well at the total number of hits. Double clicking on an entry will bring up a window that lists the individual files with matching hits in the left pane. Clicking on a file in the list will display the contents in the preview windows and matching terms will be highlighted (as seen below).



The Keyword Hit Highlighter can automatically move to the next term that was found in the document by using the forward and backward arrows at the top of the **Key Word Hit Highlighter** window.

## **KEYWORD PREVIEW FEATURES**

The keyword preview window allows users to save keyword hit report by file list or category to

an HTML or CSV file. To access these options click on the disk icon in the upper left hand corner of the screen. After selection users will be allowed to browse to a location to store the file and provide a filename.

#### TAGGING FILES

The keyword list panel in the lower left hand corner of the keyword preview window enables users to:

- Click on an entry to preview the highlighted hits which are displayed in the right hand window
- Tag files that are of interest to the current review process by clicking the checkbox next to each item.
- Check multiple entries by using using CTRL+Shift (select multiple entries) OR holding Shift and clicking on 1<sup>st</sup> then last entry to select a range OR right-click and select Check All Items.
- After selecting items right-click to *Check selected items* or *Uncheck selected items*.
- Remove files from the keyword list by right-clicking and selecting *Remove checked items* or *Remove un-checked items*. Users can also click on the check-mark icon in the upper left hand corner.
- Create file list from for items by right-clicking and selecting *Create file list from checked items* or *Create file list from un-checked items*.

#### **KEYWORD HIT REPORTING**

In addition to previewing the hit results, users can create HTML or CSV reports of all hits, individual entries or selected items. To create hit reports for all items:

Settings       Files       Keyword       Enails       Encoypted       Encore         Keyword hits by term       HTML Keyword hit report by file       HTML Keyword hit report by file         I key w/s word       35       CSV Keyword hit report by file         I key w/s word       6       CSV Keyword hit report by file         I key w/s word       6       CSV Keyword hit report by file         I key w/s word       6       CSV Keyword hit report by category         CSV Keyword hit report by category       CSV Keyword hit report by category         I key w/s word       6       CSV Keyword hit report by category         I key w/s word       6       CSV Keyword hit report by category         I source       438       6       6         I key vis to file       1       6       5         I key vis to file       1       1       1         I switch       6       6       6         I switch       6       6       6         I switch       1       1       1         I switch       2       3       3         I patriot w/s act       3       3       3         I patriot w/s act       3       3       3         I all terms	(⊕			
Keyword hits by term       User Name Start Time (UrC) Start Time (UrC)         I key w/S word       HTML Keyword hit report by file         I key w/S word       HTML Keyword hit report by category         CSV Keyword hit report by category       CSV Keyword hit report by category         I file w/10 (Transfer or copy)       86         I mouse       33         I gig*       30         I pin w/S point       0         I wrester w/10 ((collection and e-*) or Discovery)       67         I monitor       67         I syntax w/S correct       1         I how w/2 (to and hack)       2         I patriot w/5 act       3         I jail       31         I sentance       111	Summary Settings Files Keywords Emails Encrypted Errors			
Keyword hits by term       HTML Keyword hit report by file         I key w/S word       35         T hin*       35         C SV Keyword hit report by category         T file w/10 (transfer or copy)         1 gia*         1 gia*         1 mouse         1 gia*         1 harvester w/10 (tcollection and e-*) or Discovery)         1 file w/2 (to and hack)         2 patriot w/5 act         1 jai         1 sentance         1 legal w/5 ((information or system) or judge)         1 legal w/5 (kinformation or system) or judge)		Liser Name	Start Time (UTC)	Start Time (loc
Image: Second	Keyword hits by term	HTML Key	word hit report hy file	
I key w/S word       I http://www.seyword.httreport.byfale         I term       36         I term       6         I term       436         I file w/10 (transfer or copy)       436         I file w/10 (transfer or copy)       86         I mouse       33         I gigt*       30         I gigt*       30         I pin w/S point       0         I switch       651         I Harvester w/10 ((collection and e-*) or Discovery)       9         I monitor       67         I chrome       1         I switch       33         I syntax w/S correct       1         I how w/2 (to and hack)       2         I gial       33         I sentance       0         I legal w/S ((information or system) or judge)       11         I All terms       1114			vord hit report by me	-
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- Click on Keyword Hit Reports.
- Select the report you want to generate and the location where you would like to store the file.

Keyword hit reports by file will list all files and the location that match the entry.

Keyword hit reports by category will create a tally report by file category.

To tag specific files relevant to your review and create a report, follow these steps:

- Double click on a specific term or **All Terms** to display a list of the selected documents. Using the following actions you can tag files:
  - 1. Click the check box next to each document.
  - 2. Shift or Control keys select individual or a range of hits and right click will mark or unmark the highlighted items.
- When finished tagging items click the icon to remove the remaining items from the list.
- A report containing only the remaining items can be created by clicking the **Keyword Hit Reports** option in the toolbar of the document preview interface.

#### **KEYWORD SEARCHING**

In addition to viewing the keyword results from a job, users can enter new search terms and review hits on-the-fly. This can be accomplished by entering the phrases in the upper left hand corner of the search hit preview screen. The keyword syntax format and rules are the same as available from the keyword tab in the job profile settings.

⊕  -	Document
Keyword hits	<del>џ</del>
new w/5 authorities investigat* "practice and procedure" ammendments	< >
<	>
☐ Stemming ☐ Phonic ☐ Synonym ☐ Fuzzv	Search
<ul> <li>new w/5 authorities</li> <li>PatriotAct[1].pdf</li> <li>investigat*</li> <li>PatriotAct[1].pdf</li> <li>NewRulesSolveLegalandTechnicalProblems.pdf</li> <li>"practice and procedure"</li> <li>NewRulesSolveLegalandTechnicalProblems.pdf</li> <li>mmendments</li> </ul>	

After clicking Search a new entry representing the phrase will appear as well as a list of the results. Clicking on an entry will load the contents in the preview window with the terms highlighted. Scrolling through the document may be required to see the hits.

#### **EMAIL RESULTS**

If a user chooses to search emails or attachments within a mail store (PST, NSF) a list of the resulting matches by mail store will be displayed in the **Email** tab. Each mail store will be listed and allow users to expand to see the individual folders where the item are stored.



## **ENCRYPTED FILE RESULTS**

If **Detect Encrypted Files** is selected, Harvester will check each file and tag those identified. The results will be displayed in the **Encrypted** tab. Each category can be expanded to see the individual file locations.



#### **ERROR RESULTS**

If errors occur during a Harvester job, they will be displayed in the **Errors** tab. Many common issues encountered by users are organized into categories and the total for each is displayed. Users can expand each category to see the individual file locations.



Double clicking on many of the individual items will display a message box (as seen above) that explains the error, common causes, and often how to fix the problem. The Harvester logs folder also contains a list of the errors encountered in *\_errors.log*.

# SCRIPTING HARVESTER

Harvester includes functionality that allows users to create job files, start a Harvester job, and launch programs or utilities that can work with the data captured and files collected. The topics listed below cover how to control several aspects of Harvester.

## HARVESTER VARIABLES

Several variables are available that can be used to automatically create directories and specify target computers. Here is a list of the current variables and how they are implemented.

Variable	Field(s)	Description
[SCDrive]	Log Path, Target	This variable is replaced with the drive letter that Harvester is running from,
	Path, Common	without the trailing slash.
	Log, Encrypted	Example: [SCDrive]\Test1\Job would translate to: E:\Test1\Job if Harvester is
	File Path, Collated	running from somewhere on drive (E:)
	Email Path	
[JobName]	Log Path, Target	This variable is replaced with the job name as defined in the Job Name field.
	Path, Common	Example: D:\Collections\[JobName] would translate to: D:\Collections\Brad
	Log, Encrypted	Cowey Laptop if the job Brad Cowey Laptop is being run.
	File Path, Collated	
	Email Path	
[CName]	Log Path, Target	This variable is replaced with the network name of the computer that the job
	Path, Common	is running on.
	Log, Encrypted	Example: D:\Collections\[CName] would translate to:
	File Path, Collated	D:\Collections\MYLAPTOP if the job is running on a computer named
	Email Path	<i>MYLAPTOP</i> . This variable is very useful when running the same job from the
		same device on multiple computers.
[UName]	Log Path, Target	This variable is replaced with the username of the user that is logged in and
	Path, Common	running the software.
	Log, Encrypted	Example: D:\Collections\[UName] would translate to:
	File Path, Collated	D:\Collections\JohnDoe if the user John Doe is logged into the computer and
	Email Path	running the job. This variable is useful for separating data collected by many
		users accessing the same computer.
[Date]	Log Path, Target	This variable is replaced with the current date (in local format).
	Path, Common	Example: D:\Collections\[Date] would translate to: D:\Collections\10-31-
	Log, Encrypted	<b>2010</b> if the job is run on <b>October 31, 2010</b> .
	File Path, Collated	
	Email path	

[DateTime]	Log Path, Target	This variable is replaced with the current date and time in the form dmmyy-
	Path, Common	tttttt. It is very useful for email-launched jobs since it will create a new set of
	Log, Encrypted	folders for every run, even by the same user.
	File Path, Collated	Example: D:\Collections\[DateTime] would translate to:
	Email Path	D:\Collections\4Apr11-135020 if the job is run on April 4, 2011 at 1:50:20
		PM local time.
[Logs]	Encrypted File	This variable is replaced with the path to the Logs directory after it has been
	Path, Collated	translated at run time. This allows you to create subfolders to your logs folder
	Email Path	for encrypted files or collated email stores.
[Target]	Encrypted File	This variable is replaced with the path to the Target directory after it has
	Path, Collated	been translated at run time. This allows you to create subfolders to your
	Email Path	target folder for encrypted files or collated email stores.
[LDrive]	Sources	This variable is replaced at run time with a new source for each logical drive
		connected to the computer running the job. The two drives that will not be
		added as sources are the drive that Harvester is running from and the drive
		loops.
[MDrive]	Sources	This variable is replaced at run time with a new source for each network
		folder that is mapped to a drive letter. For example, if the network folder
		\\NETSHARE1\Users\JohnDoe is mapped to drive letter K:, then drive K: is
		added as a source automatically at run time. A single instance of [MDrive] will
		add all network mapped drives as sources.
[UserFolder]	Sources	This variable is replaced at run time with the path to the My Documents (or
		equivalent user documents folder) for the logged in user only.
[UserFolders]	Sources	This variable is replaced at run time with the paths to all My Documents (or
		equivalent user documents folders) for all users on a machine. Note that you
		will not be able to copy files from these directories under all circumstances.
[PROMPT]	Sources	This variable will cause the program to prompt the user at runtime to drag
		and drop additional sources into the ESI Vault window.

## LAUNCH JOB FILES FROM A COMMAND LINE

Harvester jobs can be automatically launched from the command line, batch files or applications that include *shell out* commands. Creating a batch file can be extremely useful in self-collection kits, legal holds, or streamlining everyday jobs. Harvester has many batch file creation options to fit your collection needs.

#### To create a batch file, follow the instructions below:

- Select the job you would like to create the batch file for.
- Once selected, click **Create Batch File** underneath the tools section of the toolbar.



• Select the options you would like your batch file to be created with. To see what each option's interface while running looks like, see **Batch File Interface Options** below.

🖃 🗃 Proj	ects	41+ Batch File Options		
- 🗃	ACME Accounting Audit	- Interface entions		
	ACME IT Audit	Interface options		
	ACME Server	C Full interface		
🔋 🛛	ACME Legal Hold	C Only statistical progress and results interfaces		
	ACME Backup	Minimal progress interface only		
📙 🐲 Job	Profile			
	ACME Accounting	C Run the job with no interface		
	ACME Audit Review	- Other ontions		
	ACME IT Department			
	ACME Safe	I hide permissions errors from minimal interface		
	ACME Server Backup	Hide warnings in minimal interface		
📄 🎯 Prev	vious Unmanaged Jobs			
🎲	14Jul 14-101315 - ACME Audit Review	Job profile		
	14Jul14-101233 - ACME Safe	ACME Accounting		
- 🐝	14Jul 14-101203 - ACME Audit Review	,		
	14Jul14-101130 - ACME Server Backup	- File name		
- 🐝	14Jul14-101106 - ACME Server Backup			
	14Jul14-101038 - ACME Safe			
	14Jul14-101014 - ACME Accounting			
	14Jul 14-100953 - ACME Audit Review			
	14Jul14-100912 - ACME IT Department			
<b> </b>	14Jul14-100849 - ACME Safe	Create Cancel		

• When finished selecting the options for the batch file, click **Create** to finish the process. Your newly created batch file will be named ClickMe.bat unless otherwise named and will be located in the **Batch Files** folder in the location Harvester Server is running from.

## BATCH FILE INTERFACE OPTIONS

#### Full Interface:

This option provides the full Harvester Interface when running and when viewing the history report when finished.

			6
JOD: ACME AUGIT REVIEW Enumerating Items: 12 Found / 12 Sea	arched		•
Overview Settings By File Ty	pe Emails By Keyword		
Running Job:	ACME Audit Review		
Start time:	6/24/2014 11:16:22 AM		
Elapsed time:	00:00:00:17		
Estimated time remaining:	0.00.00		
Files copied: Files excluded:	0		
Current container	C:\Custodian Source\Filtered by Extension\		
Current item:	(15.82 KB) terror.docx		
Current process:	Flushing buffer		
Exported messages:	0		
Error count:	0		
		Skip File	Cancel
Job			- 8
Job Job Jave Save File			- 7
Job Job ave Save As File Settings Files Keywords Emails Enc	ypted Errors		- 5
Job Job Job Job Job Job Job Job Job Job	upted Errors		
Job Job Job Job Job Job Run time summary Job Name: Betal_My_Template02_DAM Start	rypted Errors time: 22 Apr 2015 [11:10:17]		
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## Only statistical progress and results interfaces:

This option provides only statistical progress and a limited history report when finished.

(Search Sp	🔋 (Search Speed: 2.87 GB/hr) Harvester Hybrid - ACME Audit Review							
Job: ACM Enumerating I	I <b>E Audit Review</b> Items: 36 Found / 36 Sear	iched						
Overview	Settings By File Typ	e Emails By Keyword						
Runnii Start ( Elapse Estima Files o Files e Currer Currer Export Error o	ng Job: time: ed time: ated time remaining: copied: excluded: nt container: nt item: nt process: ted messages: count:	ACME Audit Review 6/24/2014 11:28:28 AM 00:00:00 0 0 C:\Custodian Source\Filtered by Search Terms\ (1.43 MB) 200611294Z15_postNuke_001.docx Hashing file 0 0						
		Skip File						

Summary Settings Files Keywords Emails Encrypted Errors						
Run time summa	ry					-
Job Name: ACME A Run on CPU: PGI-TES Run by user: administ Exit status: Complet Enumerated: Yes Extracted: Yes	udit Review Start ST10 End ti rator Elapse ed without errors Searc Extrac Overa	time: me: ed time: h speed: ction speed Il speed:	24 Jun 2 24 Jun 2 00:00:01 25.75 GE d: 63.05 GE 18.1 GB/	014 (11:23:28) 014 (11:24:56) :41 V/hr V/hr 'hr		1
Item processing	summary					
	Searched Found	Excluded	Copied	Incomplete	Errors	
Loose files	292 292 520.06 MB 520.06 MB	0 O Bytes	292 520.06 MB	0 O Bytes	0 O Bytes	
Email messages	0 0 OBytes OBytes	0 O Bytes	0 O Bytes	0 O Bytes	0 O Bytes	
Email stores	O O O Bytes O Bytes	0 O Bytes	0 O Bytes	0 O Bytes	0 O Bytes	
						Ŧ

#### Minimal Progress Interface Only:

This option provides very little information about the running job and only provides a notice that the scan has finished, with no details about the job that was run.

(Search Speed: 7.78 GB/hr) Harvester Hybrid - ACME Audit Review		×
Job: ACME Audit Review Enumerating Items: 113 Found / 113 Searched		0
	Skip File	Cancel

**NOTE:** The *Other Options* only apply to the minimal progress interface setting.

- Other	ontions
Other	options
🗌 Hide	e permissions errors from minimal interface
🗌 Hide	e warnings in minimal interface

#### Run this job with no user interface:

This option provides no user interface whatsoever. Once the batch file is double clicked, Harvester will run silently in the background with no indication that it is running.

When launching jobs directly from the command line, the available switches and required syntax for common scenarios are detailed below.

Harvester.exe [-as] [-q] [-silent] [-compact] [-suppress\_permissions\_alerts] [suppress\_warnings\_alerts] [-stop] [-occ="path\_to\_occ\_file"] [-resume="path\_to\_jobfile.scj"] [retry]

-as	<i>autostart</i> If there is only one file in the _occ directory in the application path, it will
	run it.
-q	<i>quiet</i> This hides the job list window when a job is being started from the command
	line and instructs the application to quit once the job is completed. It is used in
	conjunction with either the -as, -occ, or -resume flags and has the effect of limiting
	the user interfaces to just the progress screen and the summary screen.
-silent	<i>Silent</i> This hides all user interfaces. It is used in conjunction with the -as, -occ or -
	resume flags. This flag also forces the program to exit once the job is completed.
-compact	Compact This hides all user interfaces except for the launch instructions, the ESI
	Vault, a basic progress bar, and an indication that the job has completed.

-suppress_	This flag, when used in conjunction with the -compact flag, will not treat permission
permissions_alerts	errors as errors when alerting the user to errors at the end of the job. Permissions
	errors are still logged and visible in the history section and in the raw error log.
-suppress	This flag, when used in conjunction with the <i>-compact flag</i> , will not treat non-critical
_warnings_alerts	warnings as errors when alerting the user to errors at the end of the job. Warnings
	are still logged and visible in the history section and in the raw error log.
-stop	Stop This closes the program after a job has been run.
-occ=	Specify a job to run This allows you to specify the full path to an occ file to run. The
	path must be in quotes if it contains spaces, but may be in quotes even if spaces are
	not present in the path.
-resume=	Resume a job This is used to resume a stalled job or to rerun errors on a job that has
	already been run (when used with -retry). The path to the _jobfile.scj must be
	specified. This will be located in the logs path of a job that has been started. If the
	path contains spaces, it must be in quotes. Quotes can also be used on paths that do
	not contain spaces.
-retry	<i>Retry errors</i> This flag is used in conjunction with the -resume= flag and sets the error
	flags in the job database back to pending. This puts the job in a resumeable state
	where the errors are attempted again.

## **Command line scenarios**

• While using Harvester, users want to launch a specific collection job from a batch file or other application. The Harvester job will immediately start and when completed bypass the job summary dialog box.

The *-silent* switch is used to automatically start a specific job and suppress all message and progress dialog boxes. This switch also tells Harvester to bypass the job summary message when the job is completed. The following syntax is used: [Harvester executable path/filename] [switch] -occ= [occ job file path OR occ job name].

## Example:

"\\MyServer\Harvester\Harvester.exe" -silent -occ="\\MyServer\Harvester \\_occ\profile1.occ" or

"\\MyServer\Harvester \Harvester.exe" -silent -occ="profile1.occ".

The second option only requires the name of the job file. When processing this command, Harvester will check the \_occ directory located in the path already specified.

- To run a specific job with minimal user interface that stops after the job has been run: D:\Harvester\Harvester.exe -q -occ="D:\Harvester\\_occ\SampleJob.occ"
- Or, if the job file is on a network share: D:\Harvester\Harvester.exe -q -occ="\\FileServer34\Legal\HarvesterJobs\SampleJob.occ"
- To rerun errors on a job and stop after it's finished: D:\Harvester\Harvester.exe -q -resume="D:\Logs\12June2012\\_jobfile.scj" -retry
- To run a job with no user interface: D:\Harvester\Harvester.exe -silent -occ="D:\Harvester\\_occ\SampleJob.occ"

- To rerun errors with no user interface: D:\Harvester\Harvester.exe -silent -resume="D:\Logs\12June2012\\_jobfile.scj" -retry
- To launch a specific job with minimal interfaces that does not report permissions errors to the user:

D:\Harvester\Harvester.exe -compact -occ="SampleJob.occ" -suppress\_permissions\_alerts

The first scenario is based on automatically launching and running Harvester in a 'stealth' mode that is completely automatic and doesn't require any further user interaction. This will most commonly be used to automate network collections. It is important to review any error logs to make sure that the job completed successfully, and no further action is required.

## LAUNCHING THIRD PARTY UTILITIES USING "SHELL OUT" COMMAND

Using the *Shell Command to Execute on Job Start*, or *Shell Command to Execute on Job Completion* options to launch other applications or utilities allows you to automate processing jobs. The shell out command will be executed when a job is launched or completed (respectively).

The following steps specify how to add a shell out command to an .occ job file:

- Launch Harvester
- Open the .occ job profile
- Click on Advanced button at the bottom of the job manager
- Enter the commands in the text boxes provided and click **OK**

Using the Command to run at job start, or Command to run at job end options to launch other applications or utilities allows you to automate processing jobs. The command will be executed when a job is launched or completed, respectively. With Show command prompt window selected, the Windows Command Prompt window will open when the command is executed.

An example of a command to run would be *C:\Windows\System32\notepad.exe*, when entered into the Command to run at job end will open **Notepad** when the Harvester job has finished.

Another example would be entering *C:\Program Files (x86)\Microsoft Office\Office14\outlook.exe* in the Command to run at job start, which will open Microsoft Office Outlook when the Harvester job is launched.

## Logs Files

The following is a list of Harvester log files and what they contain. These log files (if relevant to the job) will appear in the log folder that was specified under the Targets tab in the Harvester Job Profiles interface.

	-
_jobfile.scj	Contains job settings and a list of the sources processed. This file is used to resume jobs.
_job.sdb	Is a data file which contains information captured during enumeration and copying
_flist_errs.log	Errors associated with a File list used as a Source
ComputerInfo.txt	Text log containing information about the computer running Harvester, such as computer
	name, user name, operating system, processors, and attached drives.
_verification_log.csv	Contains a list of files copied, associated metadata, and any errors encountered. The
	verification log acts as the <i>chain of custody</i> for loose files.
_email_verfication_log.csv	Contains a list of emails copied, associated metadata, and any errors encountered. The
	email verification log acts as the chain of custody for emails.
_errors.log	Contains a list of errors encountered. Although these are in the verification log, a separate
	file is created so users can easily review just the errors and use the log to reprocess files.
exclusions.log	Contains a list of files which were excluded as a result of DeNISTing, de-duping, and file
	type filtering as well as the reason for the exclusion.
_ts_mismatch.log	There can be slight discrepancies (fractions of a second, or possibly a few seconds) in the
	file system timestamps on the copied files when the file systems on the source are
	different than the destination. File systems store the time in different <i>resolutions</i> so an
	exact match may not be possible. Discrepancies are common when copying from a file
	system with high timestamp resolution (NTFS) to one with a lower timestamp resolution
	(FAT32).Since an <i>error</i> message will be logged and displayed for each file, a separate file is
	created to store the messages, so the primary error log is used to store messages related
	to incomplete copies.
_silent.log	Created when Microsoft Windows error occur which are not related to a specific file. This
	log may also contain notification or warning information for other types of errors
suspect.log	Includes a list of files where the header signature doesn't match the expected extension.
	This log may be created when the <i>File Types</i> categories are selected which rely on file
	neader signatures.
filelist.txt	Created when the <i>Create File List</i> option is enabled. The filelist txt contains a list of
folds dealers	responsive files from the data sources selected. The log contains one file path per line.
folderlist.txt	Created when the <b>Create Folder List</b> option is enabled. The folder list txt contains a list of
An III - An A	Tolders from defined data sources. The log contains one folder path per line.
tally.txt	Ine taily.txt file contains the total number of files and size for the selected data sources as
extension talks and	Granted when the Grante Telly Gummery ention is enabled. The extension telly sou file
_extension_tany.csv	contains a statistical breakdown of each file extension ansountered by sound by size and
	by whether it was a loose file, in an archive, or attached to an email
amail attachment list extended tyt	This is a tab concrated toxt file that contains the following values for each email
email_attachment_list_extended.txt	attachment found: Path to DST>>InternalPath /cubiect of email name of attachment, date
	created date received (Date created and date sent will be the same for non-Exchange
	attachments)
file list extended txt	This is a tab separated text file that contains the following values for each logical file that
	was found: Full path of the file, file name, date created, date last modified
email list extended txt	This is a tab separated text file that contains the following values for each email that was
	found: Path to PST>>Internal Path/subject of email, date sent, date received
email attachments.csv	This is a comma separated values file containing columns for the following information:
	Path to the PST. Internal path to the message, subject of the message, attachment name.
	and attachment size.
encrypted files.txt	This is a text file that contains the paths of all of the files that were deemed encrypted.
	image-only or unsearchable. There is one path per line.
encrypted email attachments.csy	This is a comma separated values file that contains the path, subject, container info, and
	attachment information for any email attachments determined to be encrypted. This log
	is produced when encryption detection is enabled and email attachments are being
	searched.
image only pdfs.log	This is a list of file paths for pdf files that were determined to contain only image data but
<u> </u>	

	are not otherwise encrypted. This log is produced when key word searching and
	encrypted file detection are both employed.
_duplicate_emails.log	This is a text file that contains the email path and subject, as well as the original PST it was
	located in for any duplicate emails that have been found. This log is only produced when
	the Exclude duplicates email option has been checked.
hashlist.md5	This is the sorted MD5 hash list that is produced when the <i>Create hash list</i> option is
	checked. It contains only hashes for loose files, not for emails or attachments.
emails_hashlist.md5	This is the sorted MD5 hash list that is produced when the Create hash list option is
	checked and emails are being searched. It contains only hashes for emails that were
	responsive.
longpaths_source.log	This is a text file that contains any source paths that are greater than 255 characters.
longpaths_dest.log	This is a text file that contains any destination paths that are greater than 255 characters.
	These are logged because these files may be difficult to get to via normal means.
_nonsearchable_email_attachments.csv	This is a comma separated values file that lists any email attachments that came up as
	non-searchable during a key word search of email attachments. The file lists the following
	properties of each attachment: The path to the email store it was found in; The entry ID of
	its parent message; The folder within the store where the message can be found; The
	subject line of the parent email; and the file name of the attachment.
_job.sdb (PPLM)	contains data for emails encountered in a particular email store
_jobfile.scj (PPLM)	contains the settings and instructions for a particular email store
calling_command.txt (PPLM)	contains the instructions used to launch a particular email store
Enum_Exit.txt (PPLM)	contains the exit conditions at the end of enumeration for a particular email store
Error.txt (PPLM)	currently not used, but it will contain error information not related to debug functions
	within the processing of a particular email store
Log.txt (PPLM)	contains setup, version, and logging information for the enumeration and collection of a
	particular email store
MailComplete.txt (PPLM)	contains exit conditions for the last email thread process for a particular email store
	in the start of th
Progress.txt (PPLM)	contains the last progress message for the thread processing of a particular email store

# **Understanding OCC Files**

## .OCC/.SCJ FILE STRUCTURE DEFINITION

To open an existing job file, browse to the \_occ sub-directory located in the Harvester application directory (where files were unzipped). Double click or right click on one of the files and select notepad or your preferred text editor to open. You should see something similar to the content below:

[JNAME] Brad Cowley Laptop [JINSTRUCT] Email, Microsoft Office Documents, & PDF files from serial# 5J8I9RT67 [JERRINST] If you have any questions regarding this project please contact Leroy Jenkins 402.555.1212 [EDAPAUSE] 0 [THREADS] 0 [SUSPECTNOCOPY] 0 [WRITE\_TO\_VHD] 1 [VHD\_PATH] C:\VHD\MyVHD.vhd [VHD\_TARGET] \\_Target [VHD\_LOGS] [SCDrive]\\_Logs

[VHD\_MOUNTPOINT] C:\Users\Admin\AppData\Local\Temp\OCC2976.tmpmnt [TARGET] [SCDrive]\[JobName]\ [JPATH] [SCDrive]\\_Logs\[JobName]\ [SRC] C:\ [ENGINE] SC [SEARCHCREATED] 0 [SEARCHMODIFIED] 0 [SEARCHACCESSED] 0 [SILENT] 0 [OVERWRITE] 0 [COPYFILES] 1 [TALLYSUM] 1 [FILELIST] 1 [FOLDERLIST] 1 [RENAME] 0 [FULLPATH] 0 [ROOTFOLDERS] 0 [COPYEMPTIES] 1 [COPYSUBS] 1 [ZIPDIRS] 1 [SEPARATE\_TS] 0 [SUSPECTNOCOPY] 0 [EXTOP] 0 [LOGEXCLUSIONS] 1 [LOG] 1 [S-HASH] 1 [D-HASH] 1 [STARTEX] [SHELLEX] [SEARCHEMAILS] 0 [KWSUBJECTBODY] 0 [ACTIVEEMAIL] 0 [KWATTACH] 0 [KWSTEMMING] 0 [KWPHONIC] 0 [KWSYNONYM] 0 [KWFUZZY] 0 [KWARCHIVEOPT] 0 [HASHFILTER] 0 [HFILTER\_ATTACH] 0 [HASHFILTERINCLUDE] 0 [HASHFILTEREXCLUDE] 1 [SKIPSYSFILES] 0 [SKIPSYSDIRS] 0 [SKIPTEMP] 0 [KWGO] 0 [KWONLY] 1 [KWHITENCRYPTED] 0 [DETECTENC] 0 [COPYENCTO] 0 [ENCTARGET] [SCDrive]\[JobName]\encrypted [ENCFULLPATHS] 0 [ENCROOTFOLDERS] 0

[ENCSUBFOLDERS] 1 [COPYENCNORMAL] 0 [SKIPDUPES] 0 [HASHLIST] 1 [EDEDUPE] 0 [EATTACHDATES] 0 [EADDYEX] 0 [LNADDYEX] 0 [EPTYPE] 0 [EEXPORTFORMAT] 3

#### A description of the .occ /.scj fields is listed below:

#### In fields that require a 1 or 0 1=True/Checked and 0=False/Unchecked

FIELD	VALUES	NOTES
[PROD]	text	(Job File Only, Automatic) The product name that generated the job file
[VERSION]	text	(Job File Only, Automatic) The version number of the product that generated the job file
[APPPATH]	text	(Job File Only, Automatic) The path to the executable that generated the job file
[EXEC_CPU]	text	(Job File Only, Automatic) The executing machine name.
[EXEC_USER]	text	(Job File Only, Automatic) The executing user name.
[JNAME]	text	(Required) This is the job name. For best results, keep simple and only use values that can
		be used in a file path.
[JINSTRUCT]	text	(Optional) Contains job description (up to 255 characters) and is displayed in the job list
		and startup message box. This only appears in OCC files and there will be one
		[JINSTRUCT] entry per line of information to be displayed. This only appears in OCC files
		and there will be one [JERRINST] entry per line of information to be displayed.
[JERRINST]	text	(Optional) Contains contact information for project manager and/or procedures to follow
		in case of errors (up to 255 characters). Information is displayed in the startup message
		box and at the end of the job if errors are encountered.
[RUNNING_AS_ADMIN]	text	(Job File Only, Automatic) True or False Indicates whether or not administrator
		credentials were used to launch the job.
[DATA_ASSESSMENT_MODE]	text	(Job File Only, Automatic) On or Off Indicates whether data assessment mode is on or off
		for the instance of the job that produced this job file. Resuming a job with this value set
		to On will change it to Off.
[WRITE_TO_VHD]	1 or 0	(Automatic) Controls whether a VHD file container is used as a target.
[VHD_PATH]	text	(Optional) Contains the VHD container file path.
[VHD_TARGET]	text	(Optional) Contains the target path within the VHD file.
[VHD_LOGS]	text	(Optional) Contains the logs path used with the VHD options.
[VHD_MOUNTPOINT]	text	(Job File Only, Automatic) Contains the VHD container file mount point path.
[TARGET]	text	(Required) By default contains variables that will create a subdirectory, using the [JNAME]
		data, on the root of the drive where Harvester is running. The collected files are copied to
		this [TARGET] directory. Other variables, a network path (UNC) or hard path can be used.
		In the SCJ file, any variables are translated to their run time values.
[JPATH]	text	(Required) In the OCC file, this field contains variables and path information that will
		create a <i>Logs</i> directory. Logs are stored in this directory. Other variables, a network
		path (UNC) or hard path can be used. In the SCJ file, any variables are translated to their
		run time values
[EDAPAUSE]	1 or 0	(OCC File Only, Optional) This indicates whether the job is to run in Data Assessment
		Mode, enumerating items and pausing for statistical or other reports before being
		resumed for the copy phase. 1=Pause after enumeration. 0=Continue to copy phase after
		enumeration.
[SULD OVI]	l	
[SHADOW]	text	(Job File Only, Automatic) Contains the temporary shadow volume information (Volume
	1	Snadowed, mount location, and GUID) for a single shadowed volume.
	text	(Job File Only, Automatic) True or False Indicates whether VSSADMIN.exe is present.
[VSS_AUTHORIZED]	text	(Job File Only, Automatic) <i>True</i> or <i>False</i> Indicates whether admin credentials were used to

		launch the job.
[SRC]	text	(Required) Contains one data source which can consist of drive letters, directories and files or file list. A single job file may have many [SRC] entries. In an OCC file, this may
		contain variables such as [LDrive]. In the SCJ file produced when the job is run, these
		variables are translated to their run time values and may produce additional [SRC]
		entries.
[MSRC]	text	(Job file only) This denotes a source that was added manually at run time by the user, using the ESI Vault.
[PROMPT]	1 or 0	(OCC file only) This field indicates whether or not the ESI Vault will appear at run time to
		allow users to add additional sources. 1 = ESI Vault will appear. 0 = The job will run with no ESI Vault window.
[HAS_OUTLOOK]	text	(Job File Only, Automatic) True or False Indicates whether the computer running the job
		had MAPI-enabled, 32-bit Outlook installed.
[HAS_LOTUS]	text	(Job File Only, Automatic) <i>True</i> or <i>False</i> Indicates whether the computer running the job
[ENGINE]	sc	
[EXCLUSION]	text	(Optional) Contains a single path-based exclusion pattern. One job file may have multiple
		[EXCLUSION] entries.
[FNAMEFILTER]	text	(Optional) Contains a single path-based inclusion pattern. One job file may have multiple
	1 or 0	[FNAMEFILTER] entries.
	1 or 0	(Required) Controls whether subdirectories under the selected data source are conied
	1 or 0	(Required) Controls whether files are conied. This will be set to 0 if the user wants to
	1010	generate a 'file list' or 'tally' report without copying files. There is no interface to set this
		value, but setting it by changing the value in the OCC file will prevent the files from being
		copied, even when resuming a job. This is equivalent to Data Assessment Mode without
		an option to continue after enumeration.
[TALLYSUM]	1 or 0	(Required) Controls whether a job summary report is generated.
[FILELIST]	1 or 0	(Required) Controls whether a file list report is created.
[FOLDERLIST]	1 or 0	(Optional) Controls whether a folder list will be created.
[BMONTH]	NUM	(Optional) Beginning month range for MAC time filtering
[BDAY]	NUM	(Optional) Beginning day range for MAC time filtering
[BYEAR]	NUM	(Optional) Beginning year range for MAC time filtering
[EMONTH]	NUM	(Optional) Ending month range for MAC time filtering
		(Optional) Ending day range for MAC time filtering
		(Optional) Enumy year range for MAC time intering
	1 or 0	(Required) Controls whether Date Modified is used for a date search
[SEARCHACCESSED]	1 or 0	(Required) Controls whether Date Last Accessed is used for a date search.
[SILENT]	1 or 0	(Required) Controls whether windows errors are (1) logged to a separate file or (0) shown
1- 1		in a popup box
[OVERWRITE]	1 or 0	(Required) Controls whether the Overwrite option is selected in the file collision options.
[RENAME]	1 or 0	(Required) Controls whether the Rename option is selected in the file collision options.
[FULLPATH]	1 or 0	Controls whether or not the target paths will (1) reflect the full source paths above their
		original root directories or (0) reflect only the folders below the folder defined in the
(200750) 25201	1 0	source.
	1 or 0	(Required) Controls whether root folders (drive letters) are included in job path.
	1010	(Required) indicates whether the copy empty Folders box was checked. A value of 1 indicates that folders in the source that contained no hits will be represented in the
		target. A value of 0 indicates that they will be left out.
[ZIPDIRS]	1 or 0	(Required) Indicates whether the Process Zip files as directories box was checked. If this
[==]		value is set to 1, then the contents of zip files will be subject to the defined file filters.
[SUSPECTNOCOPY]	1 or 0	(Required) Indicates whether the Do not copy files with suspect extensions box was
		checked. If this value is 1, then files whose extensions do not match their headers will be
		logged, but will not be copied. This is only applicable when using header/file type
		filtering.
[CREATESUBS]	1 or 0	(Required) Controls whether subdirectories in the job path are created. 1 indicates that
		they will be created. U indicates that all responsive files will go into the same target folder.
[SEPARATE_TS]	1 or 0	(Optional) Legacy option, 1 indicates A separate log for time stamp discrepancies is
·- ·····-;		created automatically. 0 indicates that time stamp discrepancies will be considered copy
		errors.
[EXTS]	text	(Optional) Contains the specifications listed in the file type/extensions box
[EXTLIST]	text	(Optional) Contains the path to the text file containing a list of file extensions to use for

		processing.
[EXTOP]	1 or 0	(Required) 0=Include specified extensions/types. 1=Exclude them.
[LOG]	1 or 0	(Required) Controls whether a verification log is created. 1 indicates that the verification
		log will be created. 0 indicates that the verification log will not be created.
[LOGEXCLUSIONS]	1 or 0	(Required) Controls whether an exclusion log is created. 1 indicates that an exclusion log
		will be created. 0 indicates that an exclusion log will not be created.
[S-HASH]	1 or 0	(Required) Controls whether the source file is hashed for verification. 1 indicates that all
		source file hashes will appear in the verification log. 0 indicates that the source file
		hashes will not be listed in the verification log.
[D-HASH]	1 or 0	(Required) Controls whether the destination file is hashed for verification. 1 indicates that
		all destination file hashes will appear in the verification log. 0 indicates that the
		destination file hashes will not be listed in the verification log.
[STARTEX]	text	(Optional) Contains a shell command to run at the beginning of the job.
[SHELLEX]	text	(Optional) Contains a shell command to run at the end of the job.
[SHOWSHELL]	1 or 0	(Optional) Controls whether or not a command line window will be opened to run the job
		start and job completion commands. The default is '0' – No window.
[SEARCHEMAILS]	1 or 0	(Required) Controls whether PST files that are encountered in the search should be
		searched as email containers. 1 indicates that loose PST files should be searched as email
		containers. 0 indicates that they should be treated as normal loose files.
[SEARCHLIVEPST]	1 or 0	(Required) Controls whether PST files that are mounted in the default Outlook profile
		should be searched. 1 = yes. 0 = no.
[SEARCHEXCHANGEBOX]	1 or 0	(Required) Controls whether any Exchange Mail Boxes connected to the default Outlook
		profile should be searched. 1 = yes. 0 = no.
[SEARCHPUBLICFOLDERS]	1 or 0	(Required) Controls whether any Exchange Public Folders connected to the default
		Outlook profile should be searched. 1 = yes. 0 = no.
[SEARCHLOTUS]	1 or 0	(Required) Controls whether NSF files that are encountered in the search should be
		searched as email containers. 1 = yes. 0 = no.
[ACTIVELOTUS]	1 or 0	(Required) Controls whether the default mail store that the current user connects to via
		Lotus Notes should be searched. 1 = yes. 0 = no.
[DRIVETOUNC]	1 or 0	(Optional) Indicates whether the Translate mapped network drives to UNC box has been
		checked. 1 = Any mapped drive letters that attach to UNC paths will be translated to
		those UNC paths. 0 = The mapped drive letters will be used.
[FILTERESIV]	1 or 0	(Optional) Indicates whether the <i>Apply filters to user-added folders</i> box is checked. 1 =
		Filters will be applied to folders that were dragged and dropped into the ESI Vault. 0 =
		Folders that were dragged and dropped into the ESI Vault will be copied verbatim without
	1.0	applying filters.
	1 or 0	(Optional, no interface) Marks if the source included an Outlook email file.
	1 or 0	(Optional, no interface) Marks if the source included a Lotus Notes email file.
[KWSUBJECTBODY]	1 or 0	(Optional) Indicates whether the Use Key Word Filter for email subject/body box was
		checked. 1 = Email subjects and boales will be searched using the defined keyword filters.
	1 == 0	0 = Email subjects and bodies WILL NOT be searched using the defined keyword filters
[KWEWAILHEADERS]	1 01 0	(Optional) indicates whether the Search Email Headers box is checked. 1 = Email headers
		will be searched using the defined keyword filters. U = Email neaders will NOT be
	1 or 0	Searched using the defined keyword inters.
[KWCREATEINDEX]	1010	(Optional) indicates whether the <i>Create maex</i> box is checked. I = A keyword index will be
	1 or 0	(Ontional) Indicates whether the Greate Index hav is shocked 1 – File contents will be
[CACHEINDEX]	1010	(Optional) indicates whether the <i>create index box</i> is checked. $I = File contents will be cached in the index.$
	1 or 0	(Required) Controls whather amail attachments will be subject to the defined knowed
[KWATTACI]	1010	filters 1 - Voc 0 - No
	0 or 1	(Poquired) Controls whether or not a key word hit triggers an exclusion of the item from
	0011	the list of responsive items. <i>O</i> indicates that the item will be included 1 indicates that the
		item will be excluded
[KWSTEMMING]	1 or 0	(Required) Controls whether stemming should be used in key word searching $1 = \text{Yes}$ $\Omega =$
	1010	No
[KWPHONIC]	1 or 0	(Required) Controls whether phonic matches should be included in key word searches 1
[]	20.0	= Yes, $0 = N_0$ .
[KWSYNONYM]	1 or 0	(Required) Controls whether synonym matches should be included in keyword searches
	10.0	1 = Yes. 0 = No.
[KWFUZZY]	1 or 0	(Required) Controls whether fuzzy matches (misspellings) should be included in key word
	2 3. 3	searches. 1 = Yes. 0 = No.
	1-10	(Ontional – Only required if [KWEU77Y] is 1) Controls which value is selected for fuzzy
	1 10	tolerance (how misspelled a word is)
[KWARCHIVFOPT]	NUM	(Required) This value reflects which option is selected for handling keyword hits within an
[		the second secon

		archive file. 0=Copy whole archive on match. 1=Extract matching files
[HASHFILTER]	1 or 0	(Optional) Controls if hash filter option is selected in Harvester
[HASHFILTERINCLUDE]	1 or 0	(Required if [HASHFILTER] = 1) Controls whether only files with listed hashes will be
		included in the results. If both this value and the [HASHFILTEREXCLUDE] value are set to
		1, then files with listed hashes will be excluded.
[HASHFILTEREXCLUDE]	1 or 0	(Required if [HASHFILTER] = 1) Controls whether only files without listed hashes will be
		included in the results. If both this value and the [HASHFILTERINCLUDE] value are set to 1,
[KAKCO]	1 == 0	then files with listed hasnes will be excluded.
[KWGO]	1 OF U	(Required) indicates whether loose files will be subject to keyword search filters. $I = Yes$ .
	1 or 0	(Required) A value of 1 indicates that any files that are not key word soarshable should
	1010	not be included in the results, except for defined exceptions
	1 or 0	(Ontional) Indicates whether the Count Encrunted and Image-only files as KW hits box
	1010	was checked. Not necessary if [DETECTENC] is $0, 1 =$ Encrypted items are counted as hits
		0 = Encrypted items are not counted as hits.
[KWEXCEPTIONS]	text	A comma-separated list of file extensions that should be included even though they are
		not key word searchable. This setting only applies if the [KWONLY] value is 1.
[SKIPSYSFILES]	1 or 0	(Required) Controls if system files will be skipped. 1 = Files with the system attribute set
		will be excluded. 0 = The system attribute flag will not be evaluated.
[SKIPSYSDIRS]	1 or 0	(Required) Controls if system directories will be skipped. 1 = Directories with the system
		attribute set will be excluded. 0 = The system attribute flag will not be evaluated for
		directories.
[SKIPTEMP]	1 or 0	(Required) Controls if <del>system</del> temporary files will be skipped. 1 = Files with the temporary
	1	attribute set will be excluded. U = The temporary attribute flag will not be evaluated.
[SKIPDUPES]	1 or 0	(Required) Controls if duplicate loose files are excluded. 1 = Duplicate files are logged, but
	1 or 0	excluded. 0 = The duplicate status of files will not be evaluated.
	1010	each file will be bashed for comparison $\Omega = N_0$ bash lists will be loaded
[HFILTER ATTACH]	1 or 0	(Optional) Indicates whether the Apply to Email Attachments box was checked. Not
[·····]		necessary if [HASHFILTER] is 0 or if emails are not being searched. 1 = Hash list filtering
		will apply to email attachments. 0 = Hash list filtering WILL NOT apply to email
		attachments.
[KWLIST]	text	(Optional) Contains a single keyword filter entry (term). A single job file may have many
		[KWLIST] entries.
[EADDY]	text	(Optional) One or multiple entries that contain each line in the Address/Domain to Search
	tout	For section of the Loose Outlook PST filtering.
[AEADDT]	lexi	For section of the loose PST search filter ontions
[LNADDY]	text	(Optional) One or multiple entries that contain each line in the Address/Domain to Search
		For section of the Lotus Notes and Active Lotus search filter options.
[PSTSRCHFOLDER]	text	(Optional) One or multiple entries that contain filters identifying which PST folders to
		search when searching loose PST files.
[AESRCHFOLDER]	text	(Optional) One or multiple entries that contain filters identifying which email folders to
		search. When searching Exchange mailboxes, Exchange public folders, or mounted PST
	1 == 0	Tiles.
[EDEDOPE]	1010	PST files
	1 or 0	(Required) Controls whether active Outlook email (Exchange, Public Folders, Drag and
	1010	Drop) de-duping is enabled.
[LNDEDUPE]	1 or 0	(Required) Controls whether Lotus Notes email de-duping is enabled.
[ESTARTDD]	NUM	(Optional) The beginning day in the email date range search when searching loose PST
		files.
[ESTARTMM]	NUM	(Optional) The beginning month in the email date range search
[ESTARTYYYY]	NUM	(Optional) The beginning year in the email date range search
[AESTARTDD]	NUM	(Optional) The beginning day in an active email date range search (applies to mounted
		PST files, Exchange and Public Folders)
[AESTARTMM]	NUM	(Optional) The beginning month in an active email date range search (applies to mounted
	NUINA	(Ontional) The beginning year in an active email date range coarch (applies to mounted
		PST files. Exchange and Public Folders)
[EENDDD]	NUM	(Optional) The ending day in the email date range search when searching loose PST files.
[EENDMM]	NUM	(Optional) The ending month in the email date range search when searching loose PST
-		files.
[EENDYYYY]	NUM	(Optional) The ending year in the email date range search when searching loose PST files.

[AEENDDD]	NUM	(Optional) The ending day in an active email date range search (applies to mounted PST files. Exchange and Public Folders)
[AEENDMM]	NUM	(Optional) The ending month in an active email date range search (applies to mounted PST files Exchange and Public Folders)
[AEENDYYYY]	NUM	(Optional) Then ending year in an active email date range search (applies to mounted PST files Exchange and Public Folders)
[EATTACHDATES]	1 or 0	<ul> <li>(Optional) Indicates whether the Apply date range search to attachment file dates box was checked in the loose PST search settings. Not necessary if emails are not being searched or if no date range is defined.</li> </ul>
[AEATTACHDATES]	1 or 0	(Optional)   Indicates whether the <i>Apply date range search to attachment file dates</i> box was checked in mounted PST, Exchange, and Public Folders search settings.
[EADDYEX]	1 or 0	(Optional) Indicates whether emails with senders or recipients matching the patterns defined for Address/Domain searching in the Loose PST search options will be excluded or included. 0 denotes that the search will hit on only emails to or from the listed addresses or domains. <i>1</i> denotes that the search should hit on only emails that do NOT contain the listed addresses or domains. Not necessary if emails are not being searched or if no address/domain filters have been defined.
[AEADDYEX]	1 or 0	(Optional) Indicates whether emails with senders or recipients matching the patterns defined for Address/Domain searching in the mounted PST, Exchange, and Public Folders search options will be excluded or included. 0 denotes that the search will hit only on emails to or from the listed addresses or domains. 1 denotes that the search should hit only on emails that do NOT contain the listed addresses or domains. This option is not necessary if emails are not being searched or if no address/domain filters have been defined.
[LNADDYEX]	1 or 0	(Optional)Indicates whether emails with senders or recipients matching the patterns defined for Address/Domain searching in the Lotus Notes search options will be excluded or included. 0 denotes that the search will hit only on emails to or from the listed addresses or domains. 1 denotes that the search should hit only on emails that do NOT contain the listed addresses or domains. This option is not necessary if emails are not being searched or if no address/domain filters have been defined.
[EPTYPE]	NUM	(Required) Controls which email extraction option is selected in the loose PST search options. 0 = Single target per source. 1 = Collate sources into single target PST. 2 = Generate loose email files from source.
[AEPTYPE]	NUM	(Required) Controls which email extraction option is selected in the Exchange/Mounted PST/Drag and Drop search options. 0 = Single target per source. 1 = Collate sources into single target PST. 2 = Generate loose email files from source.
[EPROCPATH]	text	Optional) Under the loose PST search settings, if you've selected the option to collect email data from multiple PST files <del>or</del> and collate them into a single source, this is the path to the collated PST file.
[AEPROCPATH]	text	(Optional) Under the Exchange/Mounted PST/Drag and Drop search settings, if you've selected the option to collate emails into a single target PST, this is the path to the collated PST.
[EEXPORTFORMAT]	NUM	<ul> <li>(Required) Controls which individual email format is selected in the loose PST search settings.</li> <li>0 = Message files - Unicode (*.msg)</li> <li>1 = Raw RFC822 (*.eml)</li> </ul>
[AEEXPORTFORMAT]	NUM	<ul> <li>(Required) Controls which email export format was selected in the Exchange/Mounted PST/Drag and Drop settings.</li> <li>0 = Message files - Unicode (*.msg)</li> <li>1 = Raw RFC822 (*.eml)</li> </ul>
[LNWORKINGCOPY]	1 or 0	(Required) This option controls whether a working copy of each Lotus Notes NSF file will be created for searching 1 = A working copy will be created prior to copy if able. 0 = The search will be conducted on the original NSF file.
[STOREBEGIN]	text	(Job file only) This entry is written to the job file, followed by the path to the email store, when processing of the email store begins. It is used in the resume feature.
[STOREEND]	text	(Job file only) This entry is written to the job file, followed by the path to the email store, when processing of the email store completes.
[LASTPSTFOLDER]	text	(Job file only) This entry is written to the job file, along with the internal PST path, when a PST folder process begins.
[DETECTENC]	1 or 0	(Required) This value indicates whether or not the <i>Detect Encrypted Files and</i> <i>Attachments</i> box was checked in the encryption detection options. 1 = Encryption detection will be performed. 0 = Encryption status will not be determined.

[COPYENCTO]	1 or 0	(Optional) This value indicates whether or not the Copy encrypted files to a special
		folder box was checked in the encryption detection options. Not necessary if
		[DETECTENC] is 0.
		1 = Encrypted files will be copied to the location specified in [ENCTARGET]
		0 = Encrypted files will not be copied to a special location
[ENCFULLPATHS]	1 or 0	(Optional) This value indicates whether or not the Create Full Paths box was checked in
		the encryption detection options. Not necessary if either [DETECTENC] or [COPYENCTO]
		are 0
		1 = The full path to the encrypted file will be reflected in the folder structure under the
		location specified in [ENCTARGET]
		0 = Only subfolders will be reflected in the case that [ENCSUBFOLDERS] is 1. No folder
		structure will be reflected in the case that [ENCSUBFOLDERS] is 0
[ENCROOTFOLDERS]	1 or 0	Optional) This value indicates whether or not the Create Root Folders box was checked in
		the encryption detection options. Not necessary if either [DETECTENC] or [COPYENCTO]
		are 0
		1 = Folders named for the drive letters or UNC servers at the roots of the source paths for
		encrypted files will be reflected in the path specified in [ENCTARGET]
		0 = Drive level and server level folders will not be created in the path specified in
		[ENCTARGET]
[ENCSUBFOLDERS]	1 or 0	Optional) This value indicates whether or not the Create Sub Folders box was checked in
		the encryption detection options. Not necessary if either [DETECTENC] or [COPYENCTO]
		are 0
		1 = The target will contain subfolders
		0 = All files will be written to the same folder with no mirrored structure.
[COPYENCNORMAL]	1 or 0	(Optional) This value indicates whether or not the Copy encrypted files normally box was
		checked in the encryption detection settings. Not necessary if [DETECTENC] is 0
		1 = Files found to be encrypted will be copied to their normal target location
		0 = Files found to be encrypted will not be copied to their normal location.
[ENCTARGET]	text	(Optional) This is the alternate path to which encrypted files should be copied. In the OCC
		file, it may contain variables. In the job file, it will be a fully realized path. Not necessary if
[		either [DETECTENC] or [COPYENCIO] are 0
[NUMSTORES]	NUM	(Job file only) This is the number for PST stores tallied during the run. It is written to the
	NIL IN 4	Job file at the end of the enumeration phase.
	NUM	(Job file only) This is the number of stores completed at the time the Job is canceled.
[NUMFILES]	NUM	(Job file only) This is the number of files enumerated. It is recorded at the end of the
	NUINA	(Job file only) This is the size in but as of the items on uncrated for a job. It is recorded
	NOIVI	after the enumeration phase
	NUINA	(lab file only) This is the total number of amail source files on uncrated. It is written to
[SOURCEFILECOUNT]	NOIVI	the job file at the end of the enumeration phase
	NUM	(lob file only) This is the total size of all enumerated email sources in bytes. It is written to
	NOW	the job file at the end of the enumeration phase
	NUM	(Joh file only) This is the total number of all archive files enumerated. It is written to the
	NOW	ish file at the end of the enumeration phase
	NUM	(Job file only) This is the total size of all enumerated archive files. It is written to the job
		file at the end of the enumeration phase.
[TCP]	HEX	(Not Manually Editable) This field holds the encrypted password supplied for TrueCrypt
[[CI]]	TIEX	volume targets. Manually entered values will not be valid
[ΤCEXPATH]	Text	This is the nath to the TrueCrypt executable to be used by Harvester. For OCC files, it is
	T CAT	automatically determined if you have included the nortable version of TrueCrypt in your
		Harvester directory.
[TCCONTAINER]	Text	This is the path to the TrueCrypt container being mounted during processing.
[TCMOUNTLETTER]	Text	This is the drive letter that the TrueCrypt volume was/will be mounted as during run
[]		time. If a letter is not specified or is unavailable, the next available drive letter above G
		will be used.
[MAILPROCESSOR]	Text	Indicates which mail processor should be used to process a particular email store. Valid
	-	values are "ASPOSE", "REDEMPTION", and ""
[AOUTMULTIPST]	Text	Indicates whether each email store in an active Outlook-based email collection should be
-		written to its own PST. Valid values are "1" for one PST per mounted source or "0" for a
		single PST for all active email.

When different job files are created from the same default template, the following common fields could be easily edited and the job saved to a new filename.

[JName] – Custodian name and what appears in job list [EXTS] – File extensions, definitions or categories

Making modification to just the job name [JName] and resaving to a new filename would keep all other variables (including filtering options) the same. If you need to modify the file types collected, editing the [EXT] field would allow you to make these changes on the fly.

#### CAUTION:

An improperly formatted job file can prevent a job from running or miss relevant data sources. Be careful and take the time to verify all .occ files.



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