Forcepoint Data Security Posture Management

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FDC Visual Labels Guide

Forcepoint

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Introduction

The FDC agent version 4 requires visual label formatting to be specified using HTML. This has the advantage of allowing for more detailed and nuanced customisations of headers, footers, and watermarks. Administrators can create simple labels that incorporate the tags that users want to apply, or they can create more complex, multiline labels that are required by some regulatory regimes.

Adding Labels

Labels are entered in the associated text boxes for the MS Office plugins (Excel, Outlook, PowerPoint, & Word) in the FDC UI.
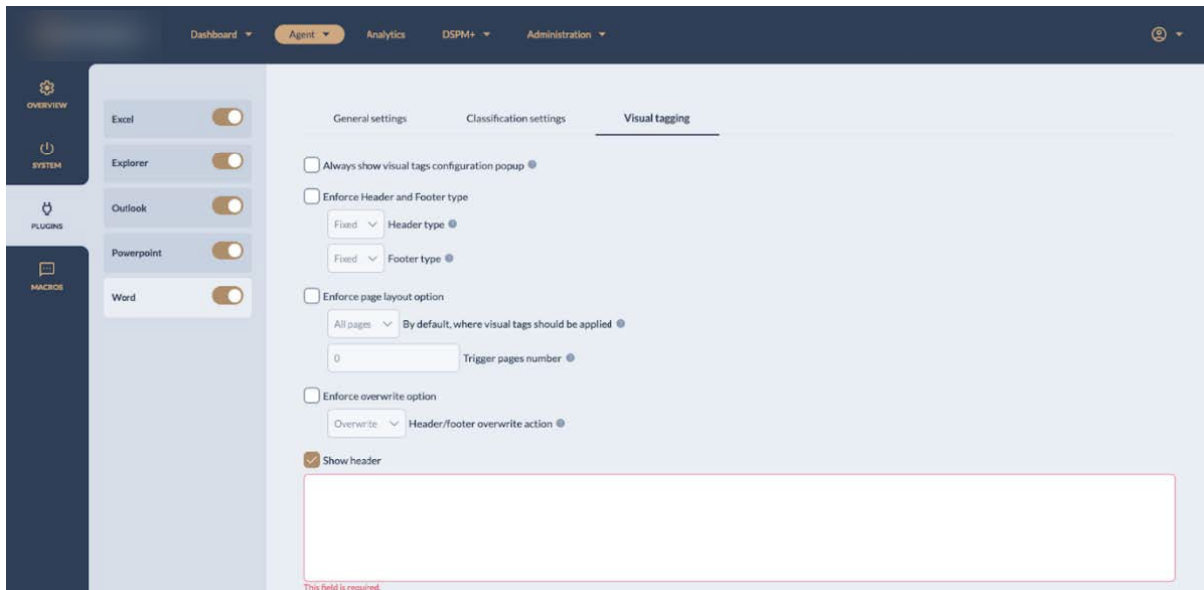
Example for MS Word header below:

Figure 1.

There are three types of labels: headers, footers, and watermarks. Each is configured similarly in the administrator UI but applied differently to the end user document. Headers are applied to the top of a page, footers to the bottom, and watermarks are placed diagonally across the background of the document.

Creating Labels

[i] All visual labels must start with `<span>` and end with `</span>`.

[i] Tags such as Classification and Compliance, must be entered as `{classification}` and `{compliance}`

The below example shows the following header: `<span>Classification: {classification} + Compliance: {compliance}</span>`, added and a Word file with Highly Confidential and GDPR data given the correct header.
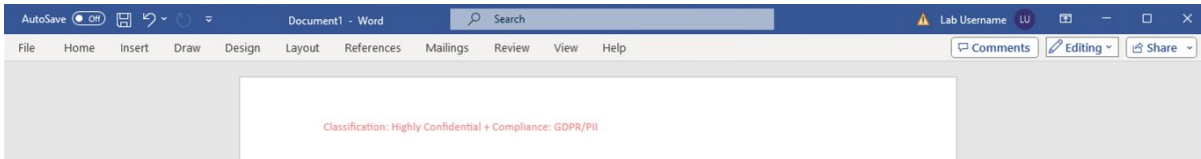
☑ Show header

```
<span>Classification: {classification} + Compliance: {compliance}</span>
```

Figure 2.

Classification: Highly Confidential + Compliance: GDPR/PII

Figure 3.

Styling & Formatting Labels

ℹ Styles and formats must be added using inline CSS or HTML tags

Text Colour
Add text colours using the CSS color attribute. You can choose to use a [hex code](#) or [HTML colour names](#).

```
<span style="color:#00FF00">Classification: {classification}</span>
```
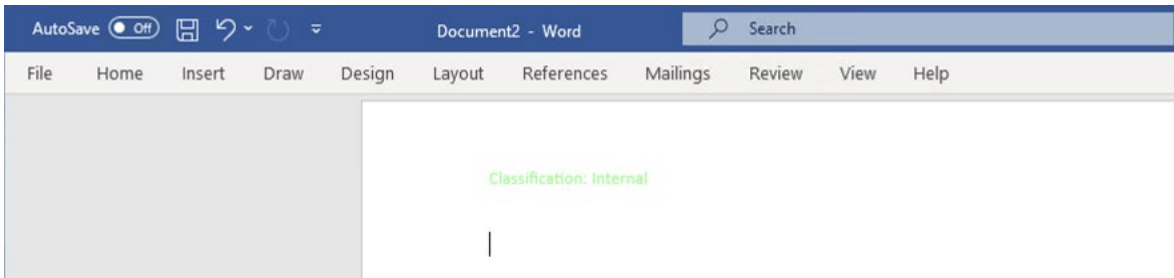
Classification: Internal

Figure 4.

```
<span style="color:DarkTurquoise">Classification: {classification}</span>
```

Classification: Highly Confidential
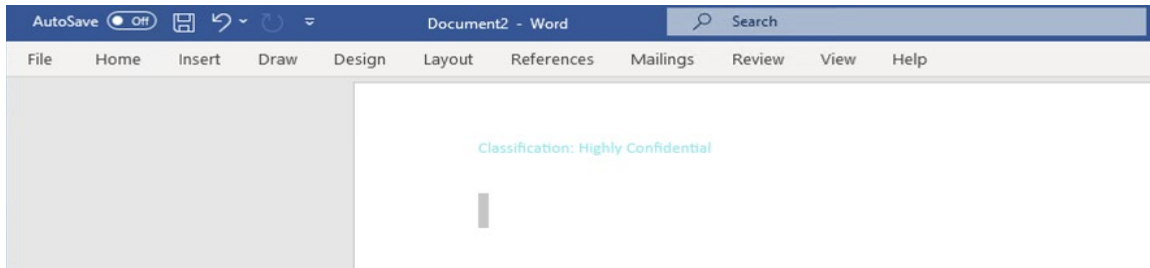
Figure 5.

ℹ️ Default is Black if no colour style is added

Font

Add the font you want to use with the font-family CSS attribute.

```
<span style="font-family:Arial">Classification: {classification}</span>
```


Figure 6.

To apply more than one style, the different attributes must separate by a semi-colon:

```
<span style="color:#00FF00;font-family:Arial">Classification: {classification}</span>
```
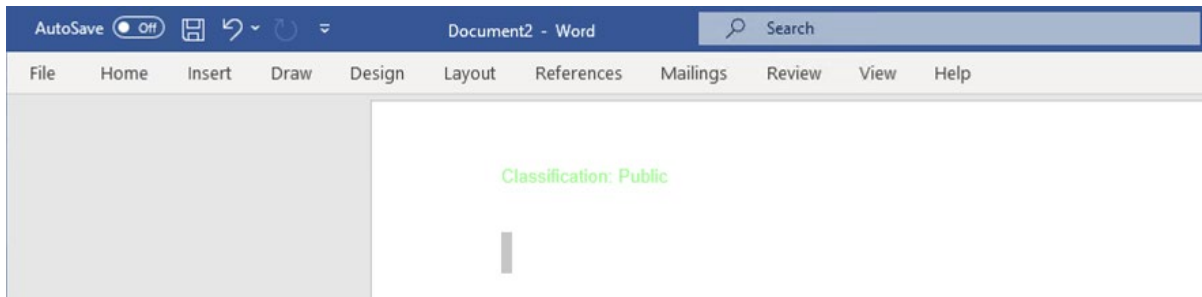

Figure 7.

ℹ️ Default is Calibri if no font-family is added

To style specific text parts, add `<span>` tags.

In this example, only "classification" gets coloured, while all text uses Calibri.

Remember to close each `<span>` tag.

```
<span style="font-family:Arial">Classification: <span
style="color:#00FF00">{classification}</span></span>
```

Figure 8.

Other style attributes that can be used are `background-color,` `font-size,` and `text-align.`

Text Formatting

To apply text styles like bold, italic, underline, or strike-through, use the respective tags:

`<strong>,` `<em>,` `<u>,` and `<s>.`

These require matching opening and closing tags, like `<span>`:

`<span style="color:#00FF00;font-family:Calibri">`

`<strong><em>{classification}</em></strong></span>`

Figure 9.

ℹ️ Close tags in reverse order opened, e.g., `<strong><em>Correct</em></strong>` is right, but `<strong><em>Incorrect</strong></em>` is wrong.

Line Breaks

To split labels into multiple lines, use the `<br>` tag for line breaks. Unlike other tags, `<br>` doesn't need a closing tag. Example: `<span>Line 1<br>Line 2</span>`

Supported Styles/Tags Table

ℹ️ Only these specific styles/tags are recognised; other are ignored and could cause issues.

Option	Example	Notes
Text colour	`<span style="color:#00FF00">Example</span>`	Defaults to black if not specified
Background colour	`<span style="background-color:#00FF00">Example</span>`	Defaults to transparent if not specified
Font Family	`<span style="font-family:Calibri">Example</span>`	Defaults to Calibri if not specified
Font Size	`<span style="font-size:10px">Example</span>`	Font Size
Text Alignment	`<span style="text-align:left">Example</span>`	Text Alignment
Bold	`<span><strong>Example</strong></span>`	Bold
Italic	`<span><em>Example</em></span>`	Italic
Underline	`<span><u>Example</u></span>`	Underline
Strike-through	`<span><s>Example</s></span>`	Strike-through
Line break	`<span>Line 1 Line 2</span>`	Line break

Using all possible style and tags:

```
<span style="color:#FFFFFF;background-color:#FF0000;font-family:Calibri;font-size:10px;text-align:center">Classification:
<strong><em>{classification}</em><strong><br><u><s>Classified by
Getvisibility</s></u></span>
```
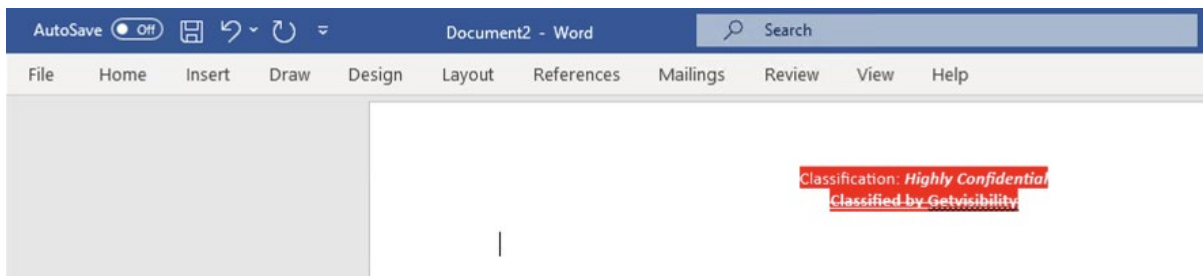

Figure 10.

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About Forcepoint

Forcepoint simplifies security for global businesses and governments. Forcepoint's all-in-one, truly cloud-native platform makes it easy to adopt Zero Trust and prevent the theft or loss of sensitive data and intellectual property no matter where people are working. Based in Austin, Texas, Forcepoint creates safe, trusted environments for customers and their employees in more than 150 countries. Engage with Forcepoint on www.forcepoint.com, Twitter and LinkedIn.