

## Integration Guide

# CONFIGURING DROPBOX<sup>↑</sup> WITH ENCASE APPLICATIONS

The following instructional guide will provide information on setting up and configuring Dropbox with EnCase applications. Once the connection from EnCase to Dropbox is established (Administrative Prerequisite), users can then define the Dropbox sources and create targets for collections.

## ADMINISTRATIVE PREREQUISITE

### Connecting to Dropbox Repositories

You can collect from both business team and personal Dropbox accounts. An Access Token is required to collect from either type of account. To get an Access Token, an application must first be created in Dropbox.

#### Business Team Accounts

Each member of a Dropbox Business team has his or her own team account. The team can have one or more admins.

To create an application to collect from business team accounts in Dropbox:

1. Go to the [www.dropbox.com/developers/apps/create/business](http://www.dropbox.com/developers/apps/create/business) site.
2. Login to an admin Dropbox team account.
3. Select the Business team account that will own the application.
4. Select **Team member file access** as the type of the application to create.
5. Provide a unique name for the application. Guidance Software suggests naming the application "EnCase eDiscovery - your company name".
6. Select Create app.
7. Once the app is created, click **Generate** under Generated Access Token to create an access token.
8. Copy the generated access token before leaving the page, as it is needed to create a Dropbox source. See the "Defining Dropbox Sources" topic in the User's Guide for instructions.

**Note:** Leaving the application causes the generated access token to disappear. You can generate a new one if needed, but the original access token will be invalid.

#### Personal Accounts

The access token created by the Admin account can be used to collect from all the team member accounts including the Admin team account. However this access token cannot be used to collect from any member's personal account. To collect from a personal account, you need to login as the owner of the personal account and create a separate application.

To create a Dropbox application to collect from a personal account:

1. Go to the [www.dropbox.com/developers/apps](http://www.dropbox.com/developers/apps) site.
2. Login to the Dropbox account.
3. Click **Create app**.
4. Select the personal account that will own the application.
5. Select **Dropbox Api app** as the type of application
6. Select **Files and datastores** for the type of data your application needs to store on Dropbox.
7. Answer **No** to whether your app can be limited to its own folder.
8. Answer **All file types** to what type of files your app needs access to.



9. Provide a unique name for the application. Guidance Software suggests naming the application "EnCase eDiscovery - your name".
10. Select **Create app**.
11. Once the app is created, click Generate under Generated Access Token to create an access token.
12. Copy the generated access token before leaving the page, as it is needed to create a Dropbox source. See the "Defining Dropbox Sources" topic in the User's Guide for instructions.

**Note:** Leaving the application causes the generated access token to disappear. You can generate a new one if needed, but the original access token will be invalid.

## USER GUIDE

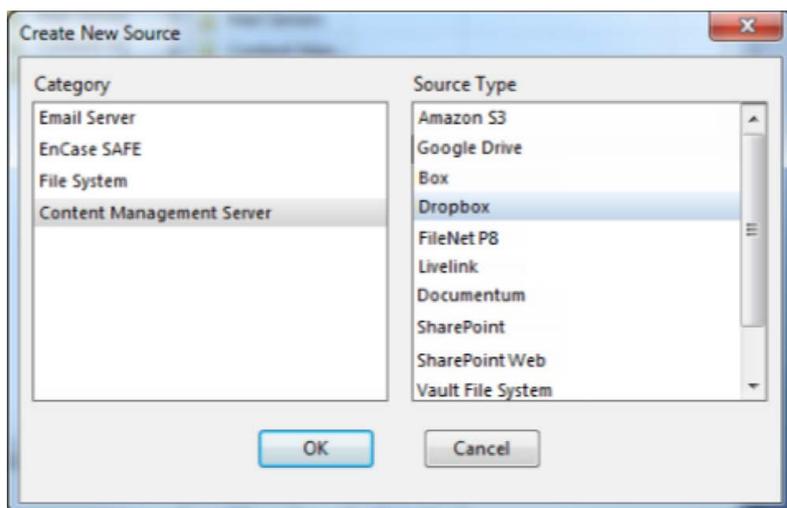
### Defining Dropbox Sources

EnCase applications can collect folders and document data from Dropbox repositories. Both full and metadata only collections are supported.

Prior to configuring a Dropbox source, please confirm that all prerequisites described in the Administrative Guide are met. An access token is required to set up the Dropbox source.

To define the Dropbox sources:

1. From the home page, click **Targets**. The **Targets** tab displays.
1. Click **Sources**. The **Sources** dialog displays.
1. Click **New**. The **Create New Source** dialog displays.



1. Under Category, select **Content Management Server**, and then under Source Type, select **Dropbox**, then click **OK**. The **New Content Manager Server** dialog displays.

The screenshot shows the 'New Content Management Server' dialog box. The 'Name' field is 'Dropbox Source' and the 'GUID' is '5C86DA50C796FF48B1549A338E2CBC16'. The 'Created Time' is '02/10/15 10:15:19 AM' and the 'Last Used Time' is '02/06/06 10:28:16 PM'. The 'Access Token' is 'ddzaTxtn5IsAAAAAAAAAFySiz7PWHUIZMpWHq83jsD\_jnKuwo0ekfbuOn2bdz'. There are checkboxes for 'Ignore Certificate Failure upon Connecting', 'Personal Account', and 'Use Proxy'. The 'Proxy Settings' section includes fields for 'Proxy Username', 'Proxy Password', 'Proxy URL', and 'Proxy Port' (set to '0'). There is a 'Test Connection' button and 'OK' and 'Cancel' buttons at the bottom.

- Name the new source
  - Comments are optional.
  - The **Access Token** is required to collect from either business team or personal accounts. To get an access token, you must first create an Application in Dropbox. Refer to the Connecting to Dropbox Repositories chapter in the Administration Guide for details.
  - Select **Ignore Certificate Failure upon Connecting** to connect to the server even if there is something wrong with the server's security certificate (for example, if the certificate is expired or is issued by a non-trusted security authority).
  - Select **Personal Account** only if the access token is associated with a personal Dropbox account.
  - Select **Use Proxy** if the machine running the examiner service is behind a proxy server. If this option is not used, the proxy settings from Internet Explorer will be used by default.
    - The **Proxy Username** is the name used to authenticate requests with the specified proxy server
    - The **Proxy Password** is the password associated with the user who authenticates requests with the specified proxy server.
    - The **Proxy URL** is the URL of the proxy server (eg. <http://myproxy.mycompany.com>).
    - The **Proxy Port** is the port for the proxy server (eg. 3128)
2. Click **Test Connection**.
  3. If successful, click **OK**.

## CREATING A NEW TARGET FROM A DROPBOX SOURCE

If you are creating a new target and Dropbox is the source, the Target dialog displays with options specific for Dropbox.

If the Dropbox source has been associated with an admin business team account, click the **Select from User List** button to select from user team accounts. Alternatively, you can type the email address of the user account in the **Email Address** field. If the Dropbox source has been associated with a personal account, all the fields except **Name** and **Test Connection** are disabled.

- You can either display all users or only users that match a specific partial email address. Displaying all users may be more time consuming than simply individually importing targets per custodian. Finding users by matching a specific partial name is usually the quickest method.
- To display all users, clear the top name field and then click **Select from User List**. A list of account names displays.
- To display only users matching a specific partial name, specify the partial name in the top name field using only alpha-numeric characters, and then click **Select from User List**. No wildcards (such as \* or %) are necessary. A list of account names containing the characters you specified displays.
- If the required name does not display in the Account Name list, cancel this dialog and enter the user's fully qualified domain and username in the Target dialog.
- If the required name displays, select the desired Account Name and click **OK** to return to the Target dialog.

If **Test Connection** is successful, click **OK**.

For Dropbox targets created in Version 5.8 or later, you can choose between collecting the latest version and all versions of the Dropbox documents.

- Collecting the latest version can greatly speed up collection processes as it results in a smaller subset of data to be collected.
- If you opt to collect versions, all version history available via the Dropbox API is collected. The duration of accessible version history depends on your Dropbox subscription; business accounts have unlimited access to version history, while personal accounts have access to the prior 30 or 365 days. The maximum number of revisions per file that can be collected is 1000.
- All collected versions are grouped together in the web applications and shown in the **Related Documents** tab.



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