Curtain^{TM} e-locker 3.8

User Guide

Contact your Authorized Curtain Reseller or Service Provider to report problems and/or provide feedback.

Additional help resources or updates will be available by emailing info@coworkshop.com

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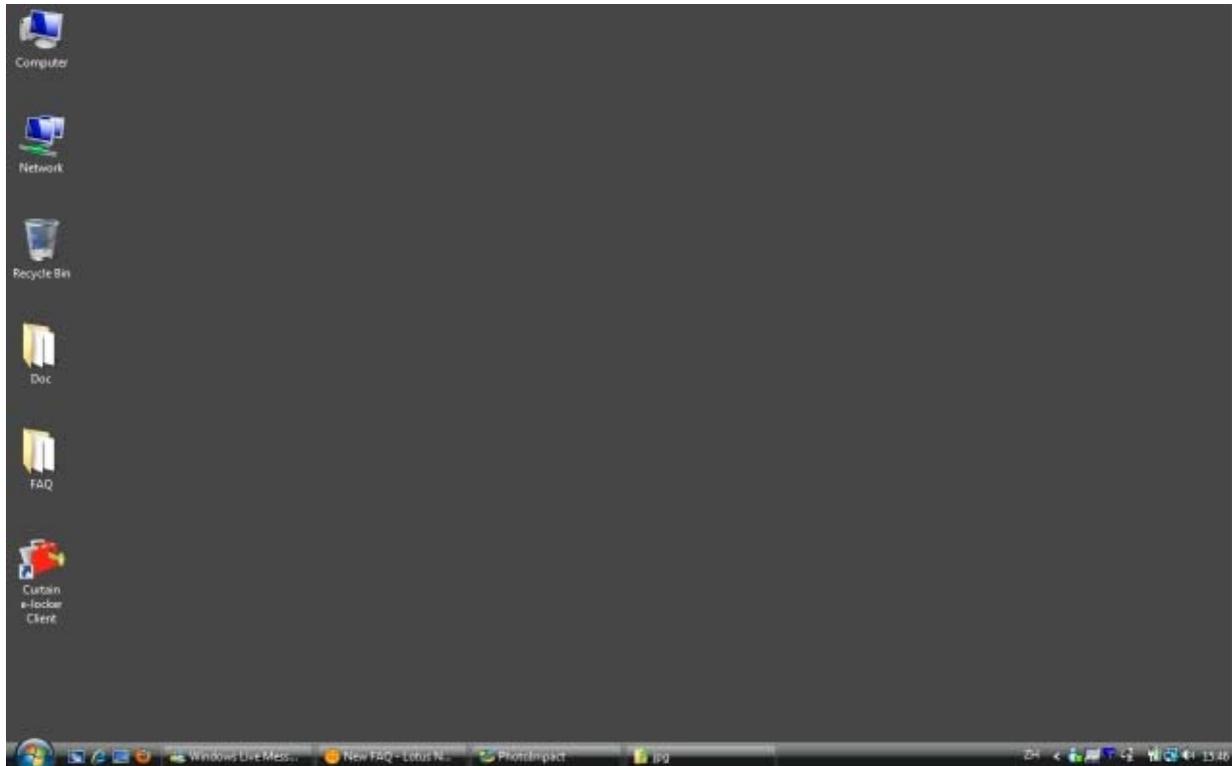
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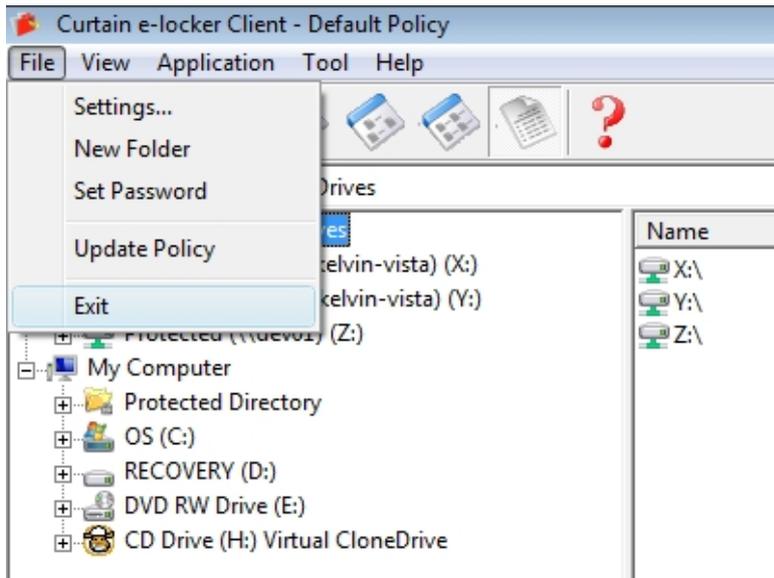
1 - Launch Curtain Client

Step 1: A shortcut of Curtain Client should be created on your desktop. You can double-click the shortcut. Then Curtain Client will be shown.

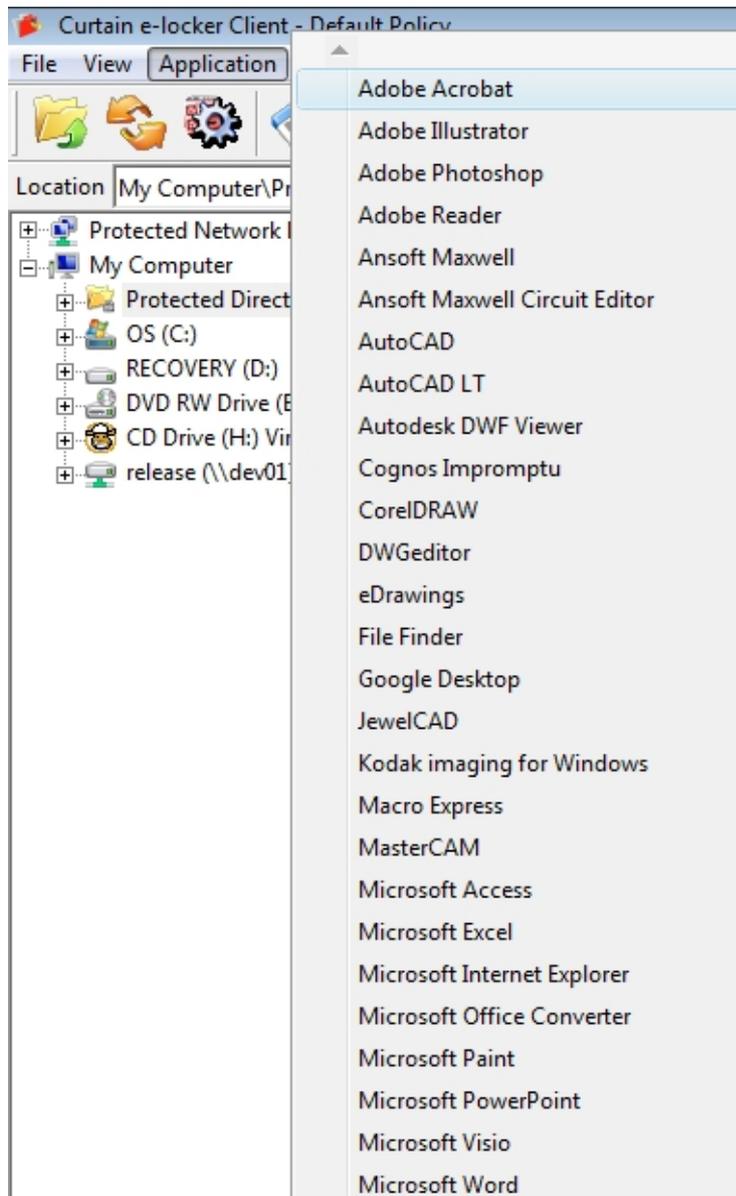Step 2: You can select "My Computer > Protected Directory" to access files in Local Protected Directory.

Step 3: Remember to exit Curtain Client after finish the operation.

2 - Create New Sensitive Document

Step 1: Launch Curtain Client.

Step 2: Click "Application" in the menu. You can see there are many applications in the list. If you want to create MS Word document, you can select "Microsoft Word". Then a Protected Microsoft Word will be launched. You can create your new document. After finishing the document, you can save the document to Curtain Protected Zone.
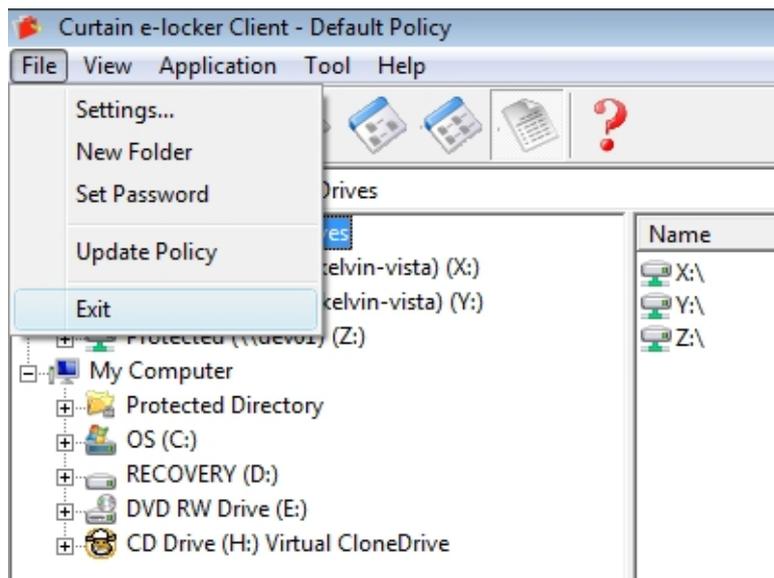
3 - Edit Files in Protected Zone

Step 1: Launch Curtain Client.

Step 2: You can select "Protected Network Drives" or "My Computer>Protected Directory" to access files in Protected Zone.

Step 3: You can double-click a file to open and edit it.

Step 4: Remember to exit Curtain Client after finish the operation.

4 - Move Files to Protected Zone

If you want to protect files in non-Protected Zone, you need to move the files to Protected Zone.

Step 1: Launch Curtain Client.

Step 2: Drag-and-Drop files in non-Protected Zone to Protected Zone. Then, the selected files will be copied to Protected Zone. You can open and edit them in secure environment. If you don't want to keep the original files in non-Protected Zone, you can delete them and only keep files in Protected Zone.
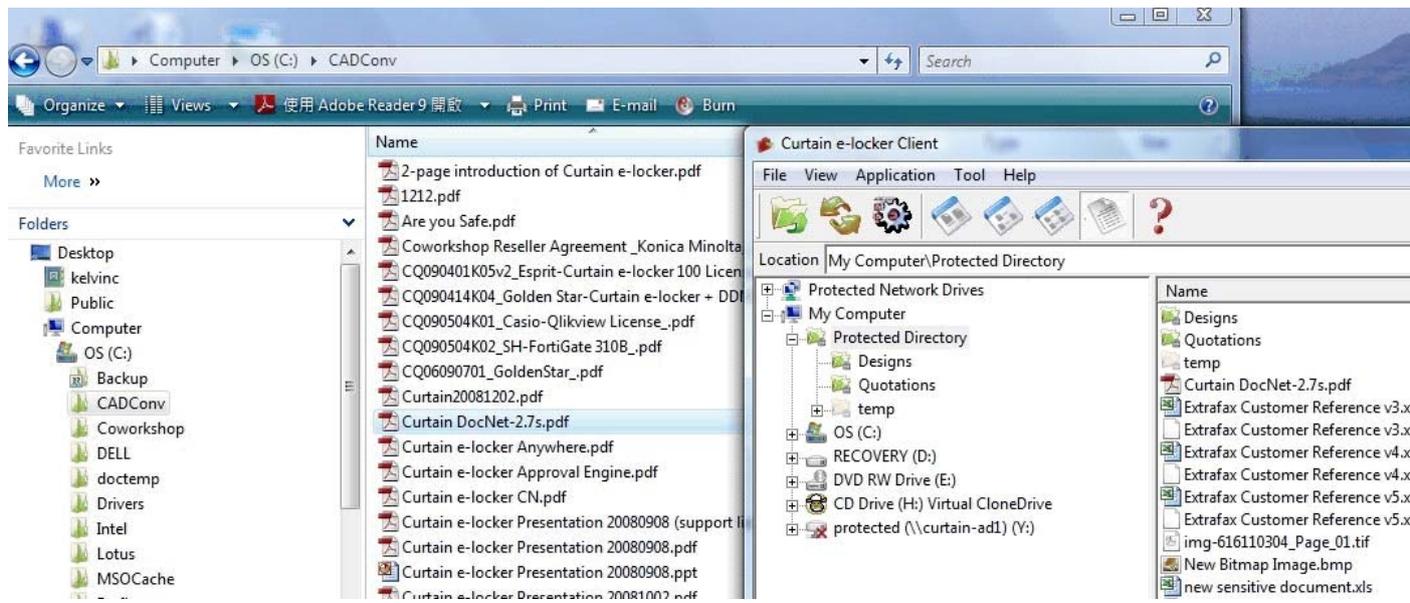
5 - Share Sensitive Files with Colleagues

If you want to share files in Protected Zone with colleagues, you need to encrypt the files first and share the encrypted files with colleagues. Their workstations must have Curtain Client installed for decrypting the files. When colleagues receive the files, they can double-click the files to decrypt them. Files will be automatically decrypted to Local Protected Directory.

Step 1: In Curtain Client, select a protected file and right-click to select "Encrypt to (Decrypt in Curtain only)". Then an encrypted file will be copied to destination.
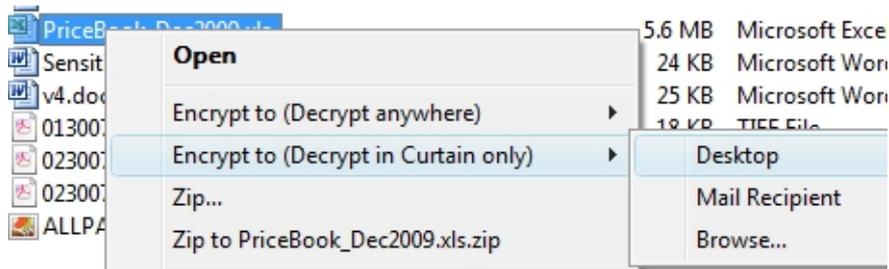
Step 2: Send the encrypted file to others. Since the file is encrypted, the file is safe during transmission (e.g. USB flash drive or Email).
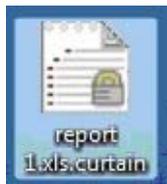
Step 3: When user receives the file, the user simply double-clicks the file. It will be decrypted to Local Protected Directory.