



TOTAL CONTROL

## Document Rights Management

Control user rights to view and print documents and images with the option of changing permissions at any time.

[www.artistscope.com](http://www.artistscope.com)

ArtistScope DRM is a total control solution for the Digital Rights Management of documents, images and web pages where an author can assign different permissions per user or group of users. When copy protection and DRM rights are assigned the document becomes for their "eyes only". Copies forwarded on cannot be viewed by others unless the recipient also has rights to view. Ideal for e-commerce, eBooks, online courses, financial reports and medical histories.

### **Total control over access rights managed from anywhere**

The creation of user accounts, document conversion and distribution can be managed online from any computer in the world. Create new users, assign administrators and other special users permitted to submit publications, update document permissions or suspend document availability at any time.

### **Copy protect intellectual property, photos, plans and drawings**

Upload and protect Word, Html, PowerPoint, Excel and images for distribution as documents or web pages that cannot be copied or printed unless you allow the privilege. Publish using a variable combination of DRM or copy protection rules or none at all.

### **Protect financial data and other sensitive information**

Provide financial data and statistics to valued clients. ArtistScope DRM is the most secure DRM solution imaginable. Documents and web pages can be made capture safe at the click of a button. Tokens cannot be forged and certificates cannot be copied and redistributed.

### **Manage access rights and permissions with total control at all times**

- Restrict which users or groups can view a document or web page
- Set expiration on a document or web page validated by time server
- Allow or limit the number of views of documents and web pages per user or group
- Allow or limit the number of prints of documents and web pages per user or group
- Allow or limit access to documents and web pages by IP number or network
- Allow or limit a user to add/edit documents for shared distribution
- Create member accounts for authoring documents and web pages
- Upload, convert and protect almost any type of document or web page
- Encrypt and copy protect from all saving and copy methods
- Prevent Printscreen, screen capture and remote viewing

### **Translation support for 26 different languages**

The ArtistScope DRM control panel can be translated into more than 25 different languages automatically. When the multi-language support option is enabled, all windows and messages (including member email notices) are translated for the visitor's language.

## How it works

It all happens online.

Server side software uploads your content direct from your computer, converts it to the desired format and then publishes it via link and email for your subscribers.

From an online Control Panel you can add new content and modify access rights at any time and from anywhere in the world.

### Management Controls

The creation of user accounts, document conversion and distribution is managed online and from any computer in the world (optional setting) without having to install software. You can assign administrators and other special users permitted to submit publications, update document permissions or suspend document availability at any time.

Add Image   Add Page   Template   Add Slideshow   Add Thumb Gallery										Show: All web pages
Active		Folder	Menu	Subject	Status	Dated	Email			
<input checked="" type="checkbox"/>	Edit	Hidden	France 01	<a href="#">Aerial view of France 01 with DRM a</a>	CSD	2008-12-18 11:48		<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Edit	Hidden	France 02	<a href="#">Aerial view of France 02 with DRM a</a>	CSD	2008-12-16 18:46		<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Edit	Hidden	France 03	<a href="#">Aerial view of France 03 with DRM a</a>	CSD	2008-12-16 18:46		<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Edit	Hidden	France 04	<a href="#">Aerial view of France 04 with DRM a</a>	CSD	2008-12-16 18:46		<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Edit	Hidden	France 05	<a href="#">Aerial view of France 05 with DRM a</a>	CSD	2008-12-16 18:46		<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Edit	Hidden	France 06	<a href="#">Aerial view of France 06 with DRM a</a>	CSD	2008-12-16 18:44		<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Edit	Hidden	France 07	<a href="#">Aerial view of France 07 with DRM a</a>	CSD	2008-12-16 18:43		<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Edit	Hidden	France 08	<a href="#">Aerial view of France 08 with DRM a</a>	CSD	2008-12-16 18:42		<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Edit	PDF	Converter 1	<a href="#">Converter 12345</a>	IMG	2008-12-02 20:36		<input type="checkbox"/>		

Documents can be emailed to your group of users or provided as a download. End users can log in to retrieve assigned documents or modify their contact details. They can also be allowed to upload and contribute documents in reply when allowed in your settings.

Add new										Show: Documents
Active		Subject	File	Size	ENC	EXE	Dated	Email		
<input checked="" type="checkbox"/>	Edit	Test PDF	PDF	0.089 Mb			2009-01-07 02:45		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Edit	About Copysafe Web	PDF	0.153 Mb			2008-12-17 13:45		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Edit	Turkish messages	PDF	0.164 Mb			2008-12-17 12:47		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Edit	Russian messages	PDF	0.171 Mb			2008-12-17 12:46		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Edit	Swedish messages	PDF	0.098 Mb			2008-12-17 12:46		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Edit	About Copysafe PDF	PDF	0.129 Mb			2009-01-12 04:20		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Edit	4454 a	PDF	0.090 Mb			2009-01-12 04:13		<input type="checkbox"/>	

ArtistScope DRM provides total control management over any documents that you tag for DRM even after download by the end user. To secure a breach in a document's security, from your admin you can change the document's DRM settings for immediate effect.

Authors can upload and submit content from anywhere including Internet Cafes using any file format at their disposal.

# PDF Documents

## Uploading

While access rights to view a document (Digital Rights management) can be restricted per unique computer, access to your upload pages can be gained from any computer in the world, even from an internet cafe. No special software is required on your computer because it is provided from this server. After uploading you have different options depending on the file type that you uploaded.

## Conversion types

File types that you can upload are Microsoft Word, Microsoft Excel, PowerPoint and have them converted to PDF format. You can also upload GIF, JPG, PNG and TIF images and convert to PDF. Or you can upload ready made PDF files. Once converted to PDF you have the option of:

- Saving as is and leaving it as a normal PDF (not copy protected)
- Copy protect conversion of your PDF to Copysafe PDF for general distribution
- Copy protect conversion of your PDF to DRM for restricted distribution

## Copy protected PDF

Our server side software will encrypt and convert your PDF to Copysafe PDF format which is safe from all copying, printing, Printscreen and screen capture. This option enables distribution to anyone with Copysafe PDF Reader installed which is a free download to the public.

## DRM protected PDF

DRM protected PDFs enjoy all of the above mentioned copy protection features plus more. When converted to DRM the document can be read by entitled persons only. You can limit the number of times it can be viewed or how many times it is printed. And you can change these permissions at any time with immediate effect regardless of whose computer it is stored on.

## Document types

The most secure method for copy protecting images and documents for distribution is by encrypting for use with our proprietary reader. Copy protected documents can be output in two (2) different file types.

- **.ENC** format are lightweight library files that can be read with the CopySafe PDF Reader. Use .ENC documents where you have regular readers who already have the reader installed.
- **.EXE** format produces much larger but do not require a reader as it is embedded inside the document. Ideal for one-off publications where software installation is not required.

## Setting document permissions

Each registered author can set user access permissions on document for:

- Expiry date
- Password
- Number of views or prints allowed

Authors with admin permissions can set all of the above plus:

- Edit all documents including those of their members
- Add new members and edit
- Add new groups and edit

## Account rules

To cater for the maximum possibility of variations in groups, accounts and documents the following rules apply:

- Every account must have a unique username (email address) per computer
- Each database is limited to 999,999 users
- Each database is limited to 999,999 groups
- Each database is limited to 999,999 documents
- Each database is limited to 999,999 web pages

The same web site or server can host an unlimited number of databases, for example one database for each author account who may have up to 999,999 users each, extending the scope of your DRM solution to cater for every one in the world from a single domain.

## Admin rights

Admin rights vary according to user status and group. For example a **demo** account can:

- Add and edit new user accounts but cannot make them active
- Upload and create documents and web pages for their own group
- Edit their own documents and pages
- Send test emails to their own email address
- View their own gallery and documents
- View all documents and pages assigned to their group

Any **author** with admin permissions (but not a demo account) can:

- Create their own group
- Add and edit users belonging to any groups which they are a member of
- Set access levels to users, groups and documents that belong to their groups
- View, add and edit all documents and pages where they are author
- View and edit all documents and pages that are active in their groups
- Send newsletter emails to all groups and users which they author
- Customise the look of the pages used by their users and groups
- View statistics on their pages and documents and reset their users' hit counts
- Set expiration and renew subscription dates for all users in their groups

The **owner** has absolute control over all aspects plus:

- Set new memberships for auto approval when validated by email or manually approve each user
- Enable or ban access by IP number or network group
- Enable or suspend any group, user, document or web page
- Move users, documents and pages to different groups
- View statistics on all pages and documents including failed validations

## Expiry date

When setting expiration on a protected PDF for public distribution, the expiry date is embedded in the encrypted document and is final... it cannot be changed without uploading the original and re-converting. However when setting expiration for a DRM document, the expiry date is stored on record and can be changed at any time.

When you set an expiry date the document will expire at midnight of that day according to GMT.

## **IP ban and networks allowed**

Users can be banned by IP number or network and exceptions to the rule can be set. For example you can ban a network but permit an individual IP number. Likewise you can allow a network and ban a single IP from it. For example to ban an ISP you can set 100.100.100 or 100.100. You can also set 100. but be warned that you will also ban any IP numbers or networks that contain "100". In the main settings file for the DRM site you can set to allow all networks except those listed, or deny all networks except those listed.

## **Password**

Setting a password for a document only applies if it's not converted for DRM options. If a password is applied to a copy protected document (not DRM) then it is embedded into the document.

## **Users and groups**

Permissions can be assigned to groups and/or users. Documents can be assigned to a single group and multiple users. Web pages can be assigned per group only so that they can get a menu of all pages assigned to their group.

## **Print limitation**

When converting a document for DRM the number of prints allowed per user or group can be limited. DRM print limits can be varied at any time.

## **Document quality**

The quality of your copy protected PDF will depend on its content and the PDF converter that was used in its creation. While some converters may be able to produce a file that behaves as a PDF it may not survive encryption. While our solution has been optimized for use with Adobe PDF documents, those using layers and transparency may not end up looking like the original. The choice of image format is also a factor.

## **Image quality**

For the best quality do not use compressed images or images of low resolution. It's also best to avoid using GIF images in documents because when viewed at smaller or higher percentages of the actual document size, the images may not look so good. JPG and PNG are good but BMP will look better all round when the page is varied in size.

## **Quality control**

The recommended practice is to start with the document original. Not the original PDF but the original image or Word document that was used to create the PDF. Start by uploading the original document and let our online converters create the PDF. Then when converted for either CopySafe PDF or DRM, you will be assured of a document that still looks good when distributed in the most secure format imaginable.

## **Email distribution**

From your document menu you can select a file to send to your readers by email as a newsletter. You have the option to select which users or groups to send to and which file format to send. The best practice is to send a test email to yourself first so that you can check the output.

The newsletter function uses different templates for download links and attachments to which you can add custom messages applicable to the document. The contact details sent with the email are drawn from the settings in your Preferences.

## **Zipping executables for email**

A lot of mail servers today employ spam and virus filters which may not allow executable files (.exe) as attachments. Antivirus programs on an end users' computer may not allow any attachment in an email unless it is in ZIP format, so the best practice is sending all attachments in ZIP format which also reduces the file size by compression.

## **Maintenance**

As an administrator (owner) you have total control over who uses your distributable and what functions are available to your users. You also have the choice of allowing automatic account approvals (email validation required) or being notified by email when a new user signs up for an account so that you can allow disallow their access, assign to select groups or set other restrictions.

## **Maintaining consistency**

The key linking your DRM console and your end readers is the file itself. It is unique and there cannot be any duplicates. You can overwrite documents but you cannot add the same document twice. So before distributing a document, make sure that you proofread it and test the download links etc. Once a document is distributed any changes to the files stored on the server or their permissions could affect your readers accessibility. For example if the earlier version had different users assigned as authorised readers, if they are not set on the updated document then readers with the first version will not be able to view the new document.

## **File update and overwrite**

Modification to existing documents is not recommended especially after distribution to your readers.

## **Statistics and usage counts**

Each time a document is validated the hit is recorded so that Authors can monitor usage and the popularity of their content. Registered authors can view the hits on their documents and if needed reset usage counts for individual users. If an account is regulated by credits for validation hits then the Author's Preferences will show the current balance of hits in credit.

# Web Pages and Images

## Uploading

While access rights to view a document can be restricted per unique computer, access to your upload pages can be gained from any computer in the world, even from an internet cafe. No special software is required on your computer because it is provided from this server. After uploading an image you have different options depending on the level of protection that you desire.

## Conversion types

File types that you can upload are Microsoft Word, Microsoft Excel, and PowerPoint to be converted to image format or simply upload GIF, JPG, PNG and TIF images and encrypt them for web page display.

## Copy protected images and web pages

Our server side software will encrypt and convert your documents and images to our copy protected format which is safe from all copying, printing, Printscreen and screen capture. The pages displaying your images can be visited by anyone online that you allow.

## DRM protected web pages

DRM protected pages enjoy all of the above mentioned copy protection features plus more. When converted to DRM web pages can be viewed by allowed persons only. You can limit the number of times it can be viewed or how many times it is printed. And you can change these permissions at any time with immediate effect regardless of who is viewing.

## Image encryption strength

ArtistScope DRM for the web encrypts an image that remains encrypted all the way to the user's web browser and cache. While the image is displayed on a web page it is still encrypted. You can see the image only because our plugin is displaying its likeness from the protected page.

## Web page layout

- Save as a normal image without copy protection (useful for help pages)
- Save as a normal image but with copy protection applied to the page
- Save as a normal image but with only DRM applied to the page
- Save as a normal image but with copy protection and DRM applied to the page
- Save as an encrypted image with copy protected web page
- Save as an encrypted image with copy protected web page and DRM protection

## Web page templates

Authors with admin status (non demo) have a choice of templates for the pages delivered to their users. You can use the standard site layout or you can add a template for your own look and feel:

- Add html for the header and footer template for complete control over layout
- Edit page properties and CSS style for fonts and colors
- Organize your folder menus for pages
- Create thumbnail indexes for page galleries

## Account rules

To cater for the maximum possibility of variations in groups, accounts and documents the following rules apply:

- Every account must have a unique username (email address) per computer
- Each database is limited to 999,999 users
- Each database is limited to 999,999 groups
- Each database is limited to 999,999 documents
- Each database is limited to 999,999 web pages

The same web site or server can host an unlimited number of databases, for example one database for each author account who may have up to 999,999 users each, extending the scope of your DRM solution to cater for every one in the world from a single domain.

## Admin rights

Admin rights vary according to user status and group. For example a demo account can:

- Add and edit new user accounts but cannot make them active
- Upload and create documents and web pages for their own group
- Edit their own documents and pages
- Send test emails to their own email address
- View their own gallery and documents
- View all documents and pages assigned to their group

Any **author** with admin permissions (but not a demo account) can:

- Create their own group
- Add and edit users belonging to any groups which they are a member of
- Set access levels to users, groups and documents that belong to their groups
- View, add and edit all documents and pages where they are author
- View and edit all documents and pages that are active in their groups
- Send newsletter emails to all groups and users which they author
- Customise the look of the pages used by their users and groups
- View statistics on their pages and documents and reset their users' hit counts
- Set expiration and renew subscription dates for all users in their groups

The **owner** has absolute control over all aspects plus:

- Set new memberships for auto approval when validated by email or manually approve each user
- Enable or ban access by IP number or network group
- Enable or suspend any group, user, document or web page
- Move users, documents and pages to different groups
- View statistics on all pages and documents including failed validations

## Expiry date

When setting expiration for a DRM page, the expiry date is stored on record and can be changed at any time. When you set an expiry date it will expire at midnight of that day according to GMT.



## **IP ban and networks allowed**

Users can be banned by IP number or network and exceptions to the rule can be set. For example you can ban a network but permit an individual IP number. In the main settings file for the DRM site you can set to allow all networks except those listed, or deny all networks except those listed.

## **Password**

Setting a password for a page is possible but is not necessary if already protected with DRM options.

## **Users and groups**

Permissions can be assigned to groups and/or users. Web pages can be assigned per group only so that they can get a menu of all pages assigned to their group.

## **Print limitation**

When converting a document for DRM the number of prints allowed per user or group can be limited. DRM print limits can be varied at any time.

## **Web page security**

The security of your web page is managed according on your requirements. Some pages may not need protecting such as indexes. Copy protected pages are safe from all methods of copy and saving including Printscreen and safe from screen capture software.

## **Image quality**

For the best quality do not use compressed images or images of low resolution. Images resized for a maximum size limit (if one is set to maintain page uniformity) are converted to PNG to provide the highest possible image quality and more economical downloads for your users.

## **Quality control**

To maintain uniformity in the look of your pages you can set a maximum width for thumbnails and also the main image. For example if your pages look best using a layout that is 800 pixels wide, if anyone uploads an image wider than 800 pixels your page layout may be pushed out of proportion. So setting a maximum width for your main images to 750 pixels wide can ensure that all fits into place. When your original image is uploaded, if a maximum width is set then the image will be resampled and the new image will be used for encryption and placement on the page.

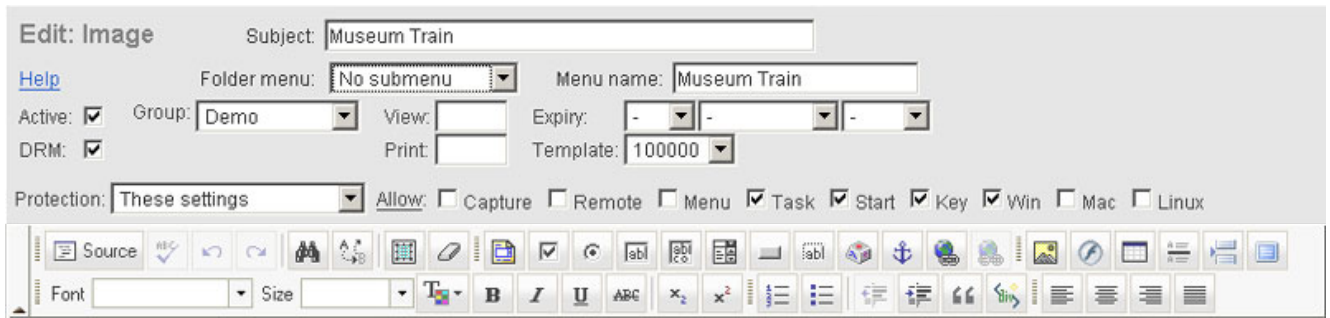
## **Email distribution**

From your pages menu you can select a page to send to your readers by email as a newsletter. Standard templates are available for emails that contain the appropriate advice and instructions for your user/group.

## **Maintenance**

As an administrator (owner) you have total control over who uses your distributable and what functions are available to your users. You also have the choice of allowing automatic account approvals (email validation required) or being notified by email when a new user signs up for an account so that you can allow disallow their access, assign to select groups or set other restrictions.

# Page settings



## Source

Clicking the source button will show html view so that you can manually edit the html and copy'n'paste your own code. An explanation of the other buttons in the html editor panel will be shown when you hold the mouse over the button (in the real editor). Do NOT edit image tags from an upload!

## Subject

The title of that is shown as a heading on the page and in the browser header panel.

## Folder menu

"No submenu" means that it will appear in the side menu as a standalone item and not within a folder. If a folder is selected then the page will appear within that folder and visible only when expanded.

## Menu name

"Menu name" is the wording for the link shown in the side menu of the page.

## Active

When ticked the page will be visible in your user's page index in the side menu. If unticked the page will not be shown in any menus and unavailable except for editing by its owner or admin.

## DRM

When ticked access to the page by any user will be validated according to your nominated group, user or page privileges. If unticked then the page will be available without access checks.

## Group

Select the group of users that are allowed to access the page. All users belonging to the selected group will be entitled access.

## View and print limits

Here you can set the maximum number of times a user can view or print the page. Leaving the field blank or as "0" means that there is no limit set.

## Expiry

If an expiry date is set then the page will not be available after midnight of the set date GMT.

## **Template**

If a template for your account has been created then it will be used for your page layout when displayed to your users. Otherwise the site's default page settings will apply. If the template number shown is your member ID number then your template is active and will be used.

## **Protection**

These are your settings for copy protection. You can disable copy protection on a given page or you can select a set of copy protection rules to apply.

## **Capture**

Ticking this box will allow Printscreen and screen capture while viewing protected page.

## **Remote**

Ticking this checkbox will allow computers to view your protected pages while using a remote connection. To enable protection from remote viewing, leave this box unticked.

## **Menu**

Ticking this checkbox will allow use of the browser menus in Internet Explorer.

## **Task**

Ticking this checkbox will allow use of the task bar at the bottom of screen while viewing your page.

## **Start**

Ticking this checkbox will allow use of the Start button while viewing your protected page. To disable the Start button leave this box unticked which is only recommended for the most secure environment.

## **Key**

Ticking this checkbox will allow use of the keyboard while viewing your protected page. Enabling use of the keyboard can be useful for completing online forms and surveys.

## **Win**

Ticking this checkbox will allow Windows to view your protected page. To disallow Windows users leave this box unticked.

## **Mac**

Ticking this checkbox will allow computers with a Mac operating system to view your protected page. To disallow Mac users leave this box unticked.

## **Linux**

Ticking this checkbox will allow computers with a Linux operating system to view your protected page. To disallow Linux users leave this box unticked.

# Hit Counts

## How hit counts work

Each time one of your users requests permission to open a DRM protected document their ID and access rights are checked against the database. Each request that is unique in any given session is recorded as a hit against the author's account. For example if a user requests authorization for 3 documents in the one session then the total of hits recorded will be 3. If the same user loads and reloads the same document several times the recorded hits will still be 3.

The exception to the rule is if the visitor is either the site administrator, an admin for the Group that the document belongs to, or is the author of that Group or document, then the total hit count will be 0... enabling authors and administrators to check, edit and test their deliverables without being penalised.

## Statistics and usage counts

Each time a web page is validated the hit is recorded so that Authors can monitor usage and the popularity of their content. Registered authors can view the hits on their web pages and if needed reset usage counts for individual users. If an account is regulated by credits for validation hits then the Author's Preferences will show the current balance of hits in credit.