How do I run a Spirion sensitive data scan on my University Windows computer?

Tell Me

This documentation reflects how the software works on ITS managed computers. Some computers managed by departments (Macs in COA&A, SUAR and Housing and Residential Life may work slightly differently. If you don't see Spirion in the Windows Start menu or on Launchpad on Macs, check with your Information Security Liaison for more information. College of Engineering does not provide access to this software.

1. To Launch Spirion, click Start > Spirion
2. First time users will need to setup a profile password. Please see this FAQ for instructions.
3. Enter your profile password, click Next

![Spirion Profile Wizard]

4. Click Start Search Now on the Wizard

![Spirion Search Wizard]

**Note**

If you have certain applications open you may receive notification to close the applications or Spirion may not be able to search those files at this time. To automatically close the application click Yes.

![Firefox Open]

5. Check the status of your scan with the Status window. If you close the status window, the scan will continue.
6. At the end of the scan, you will receive a Search Summary

7. To view the search results and fix the problem (redact or delete the file) click **Advanced** and follow the instructions in **this FAQ**.

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**Related FAQs**

- What is Spirion sensitive data finder?
- What do I do if the sensitive data scan finds sensitive data?
- How do I setup my profile password in Spirion?
- How do I run a Spirion sensitive data scan on my University Windows computer?
- How do I run a Spirion sensitive data scan on my University Mac computer?