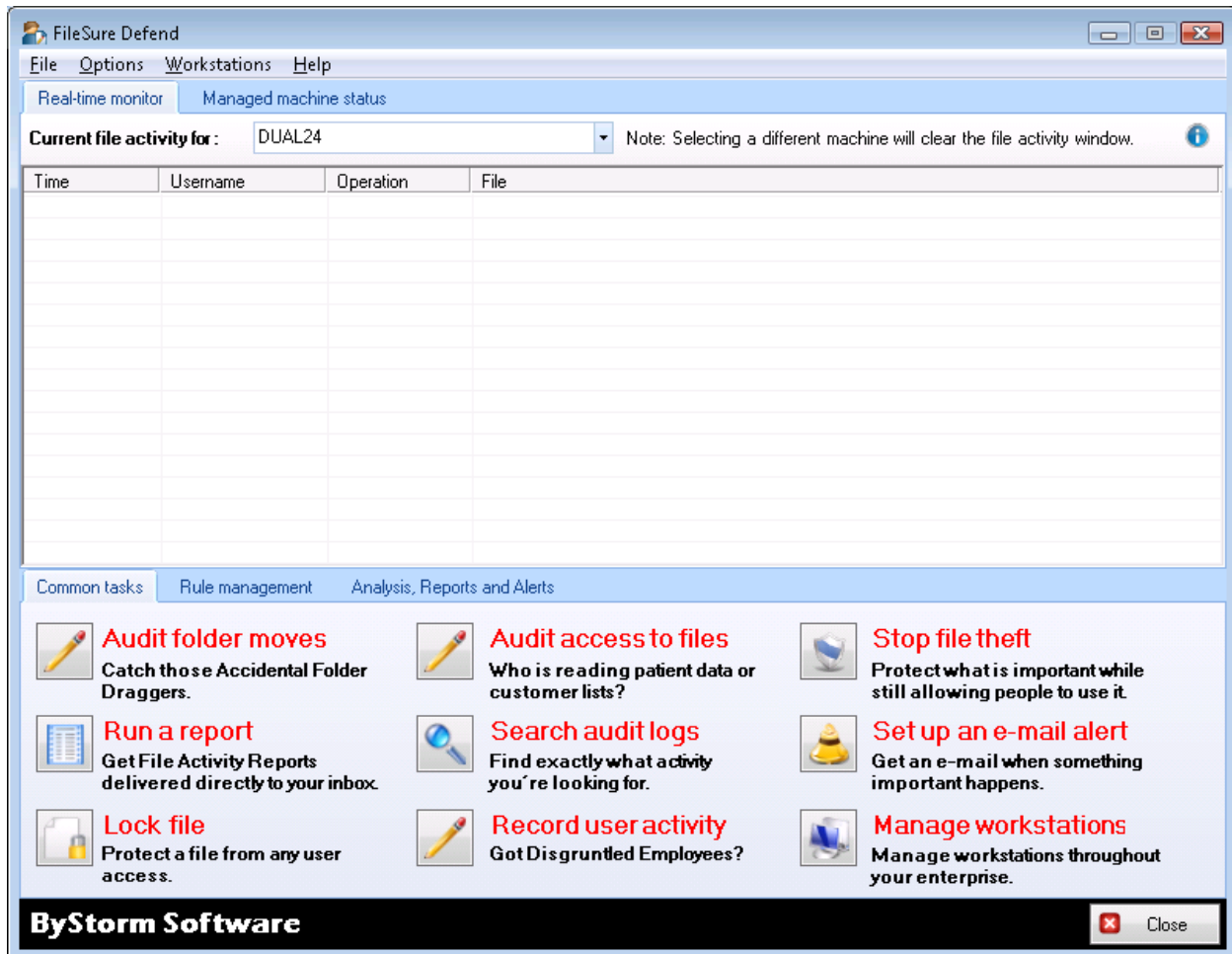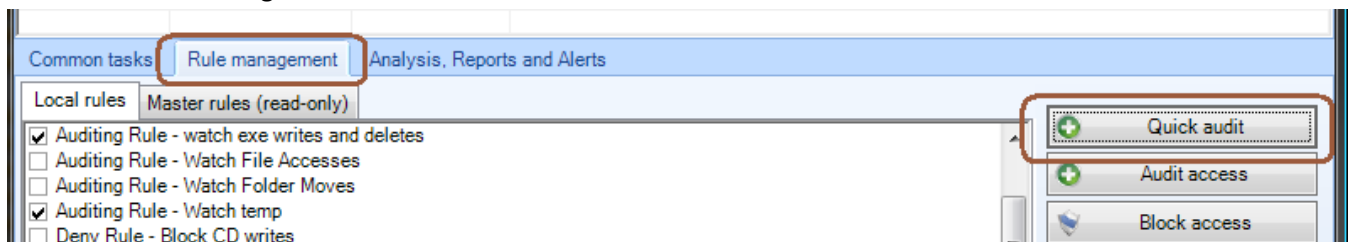This very short document shows you how to set up a FileSure rule to audit file activity a shared folder.

Since we need an example, we're going to audit file activity in the C:\Important Doc folder.

1. Start FileSure

2. Click the 'Rules management' tab and then click the 'Quick audit' button

3. On the Create Auditing Rule screen, make the following changes
   a. Change the 'Rule name' to something useful like 'Watch Important Documents folder'
   b. In the 'Files to Audit' section, select the 'Wildcard' option and enter '*' to match all files.
   c. In the 'File Location' section, select the 'In folder' option and either type the path of the folder your want to audit or use the browse button to select it.
   d. Click 'OK' to close screen
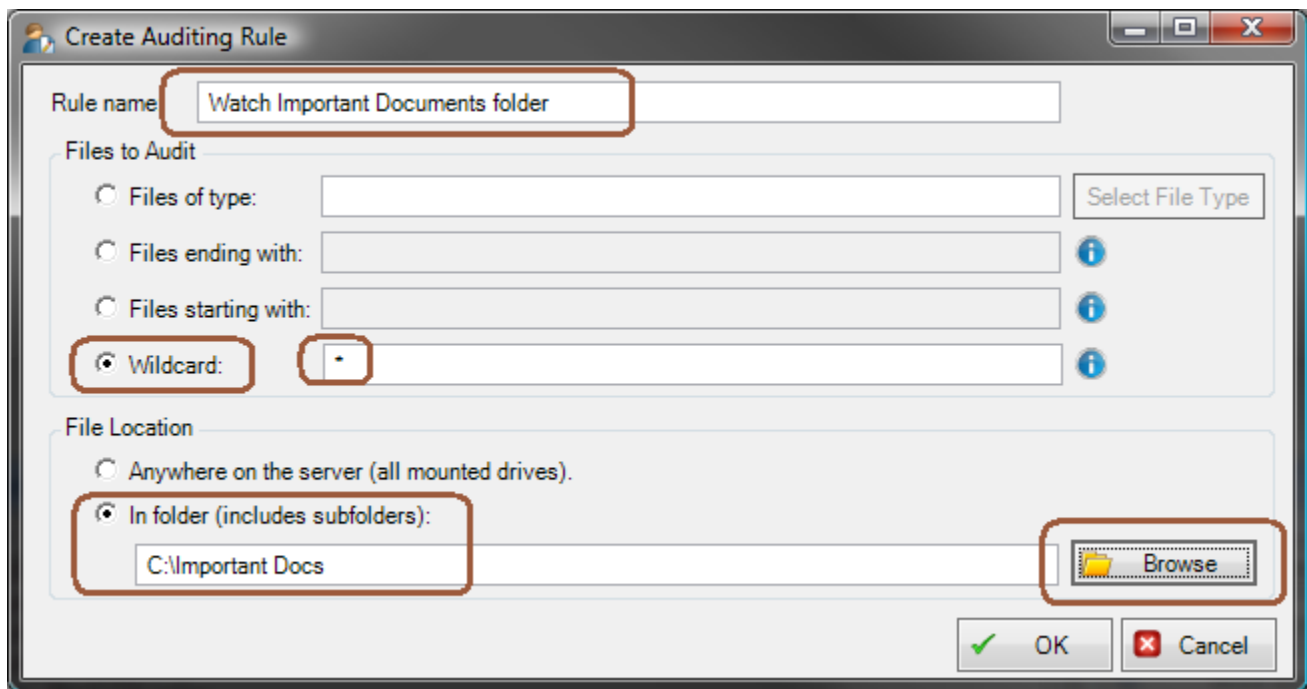
4. That's it. A new rule will be created and is enabled.
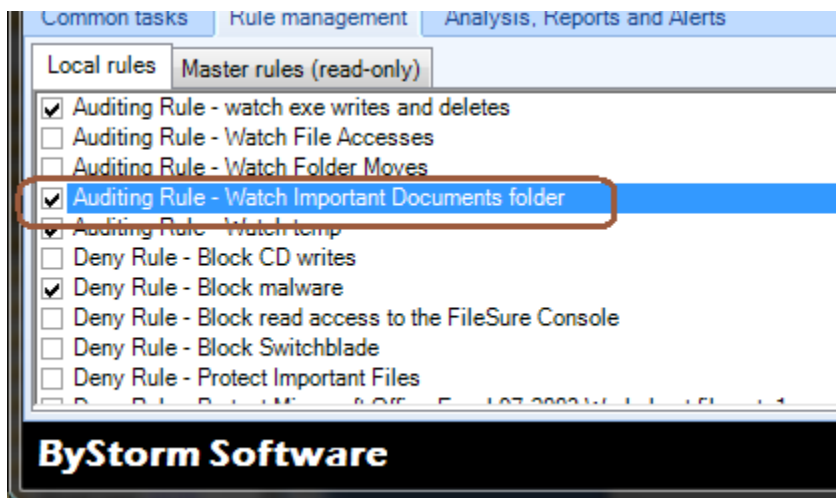
You may also select the rule and click "Edit Rule" to see and change the details of what , how, and when FileSure monitors files in this folder.