

# Spirion Installation and Setup Instructions for MAC

*Spirion is an application that scans for sensitive data on MAC and Windows computers. Spirion helps USU employees locate and secure sensitive data on their computers. Spirion is an important component of data protection at the University, reducing data exposure and data leakage.*




## Spirion Installation

Please follow the instructions below to install the Spirion client on your computer. If you do not have admin privileges on your computer and are unable to install new applications to your machine, contact your local IT support personnel for assistance. Ensure you are using a USU Network or the USU [VPN](#) to download the Spirion software.

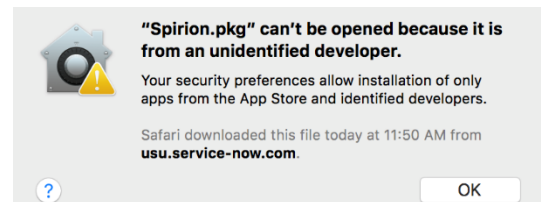
1. On the computer you would like Spirion installed, visit the Knowledge Article titled [Spirion @ USU](#).
2. In the article, under the heading *Where can I find Spirion*, click **MAC OSX Software Download**. A file will start downloading.

This file is the Spirion client. The client allows communication between your machine and the main USU Spirion console.

3. After the installation file has downloaded, click **Finder**  and locate the Spirion installer (Spirion.pkg). The file will appear in the *All My Files* or *Downloads* folder.

4. Double-click the **Spirion.pkg** file.

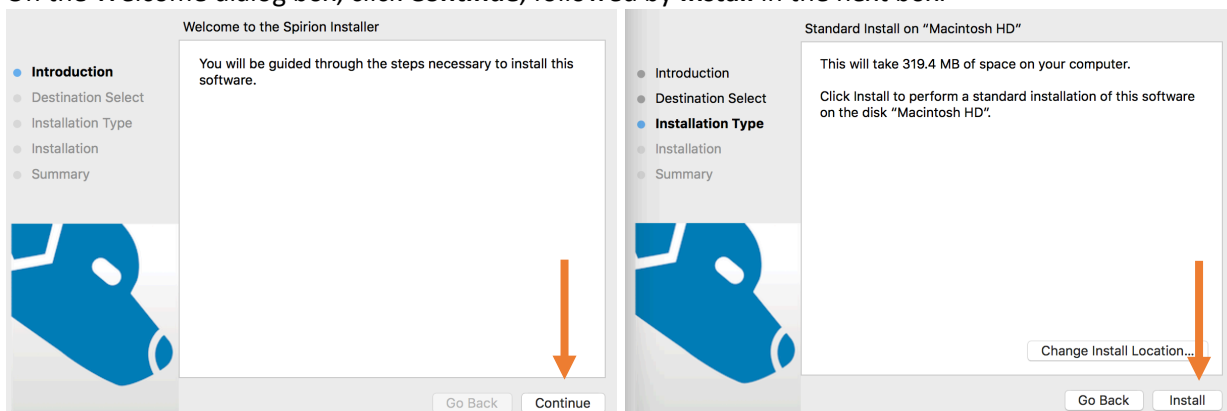
- a. A security message may appear, similar to the message shown on the right. If you receive this message, click **OK**, then follow the instructions in 4b and 4c. Else, continue to Step 5:



- b. In Finder, control-click (hold down the Control key while you click) the Spirion installation icon, then click **Open** from the shortcut menu.
- c. A security message will appear, prompting verification. Click **Open**. The app is saved as an exception to your security settings, and the Spirion Installer will begin. *In older MAC operating systems, you may be required to double-click on the Spirion.pkg file again.*


Note: You can also grant an exception for a blocked app by clicking the **“Open Anyway”** button in the General pane of the Security & Privacy preferences. To open this pane, choose Apple menu > System Preferences, click Security & Privacy, then click General.

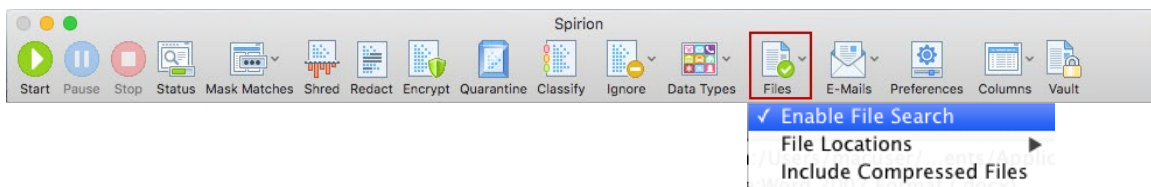
5. On the Welcome dialog box, click **Continue**, followed by **Install** in the next box.



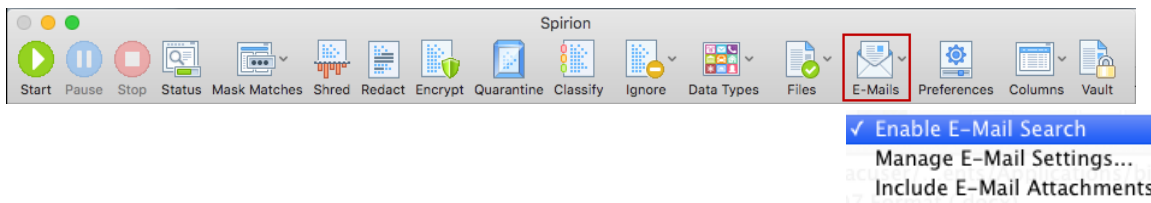
- You may be prompted to enter your password or an admin password. After the password is entered, installation will begin.
- After Spirion has installed, click **Close**. Choose whether to keep or remove the installer app. The installer app is no longer needed; the actual Spirion program is installed on your machine and available in your applications.

## Spirion Setup

- Open Spirion by double-clicking the Spirion (Blue Dog) icon in your Applications folder. 
- You will be prompted to create a Profile. A Profile is optional, but recommended. A Profile will allow access to your secure files, password vault, and search preferences. Most importantly, it will save prior scanned results that are attached to your Profile. The Profile password must be remembered, as there is no retrieval process. For more information on Spirion Profiles, see [Setting Up Spirion Profiles](#).
  - If you wish to create a Profile, enter and confirm a new Profile password. Click **Continue**.
  - If you do not wish to create a Profile, click **Cancel**.
- The Spirion console will display. Although there are many configuration options available in this program, the following instructions will cover three setup options: File, Email, and Data Type configurations.
- File**. On the top ribbon, click the **File** icon. Ensure the **Enable File Search** option is selected. Next, click **File Locations** and verify your computer name is checked.



- Email**. On the top ribbon, click the **E-mails** icon. Click on **Enable Email Search**.



Note: Spirion cannot search E-Mail that is not stored on your computer.

- Data Types**. On the top ribbon, click the **Data Types** icon. This will determine the data types for Spirion to discover.

Available search options include: Social Security Numbers, Credit Card Numbers, Password Entry Numbers, Bank Account Numbers, Driver License Numbers, Date of Birth, Phone Numbers, Email Addresses, Personal Addresses, Passport Numbers, Health Information, common World Wide Identifiers.

For regulatory and contractual requirements, USU requires searches for **Social Security Numbers** and **Credit Card Numbers**. The selection of additional Data Types will depend on the nature of your job functions and the data you handle. A few examples are included below.

Be thorough in your selection, but understand that selecting additional data types will increase the amount of time Spirion needs to scan your machine; therefore, be selective.

## Examples

- If you work in Admissions or Registration, you are likely to handle sensitive student-related data. Therefore, the selection of **Driver License** and **Date of Birth** data types would be appropriate choices.
- If you work with finances or cash handling, you are likely to handle sensitive financial data. Therefore, the selection of **Bank Account** data type would be an appropriate choice.
- If you work in a USU Health Services Division, you are likely to handle sensitive health-related data. Therefore, the selection of **HealthInfo** data type would be an appropriate choice.

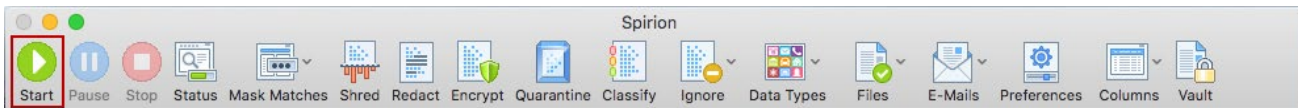
## Spirion Scans

USU will prompt University-wide Spirion searches throughout the year. Therefore, if the Spirion (Blue Dog) icon may appear, without your starting a search, please do not worry. Let the program scan and run. Spirion can slow large processing jobs, but generally, you should see very little difference in your computer performance. Learn more about [Computer Performance with Spirion](#).

Note: Spirion does not work well on older MAC operating systems. If you are using an older MAC computer, please let Spirion scans run as you leave for the evening.

Although central scans are initiated, **it is ultimately your responsibility** to ensure Spirion scans are run. Frequent scans will help detect sensitive data, which must be removed from computer hard drives and placed in secure USU-approved systems.

The USU Data Privacy Office recommends that you run a Spirion scan monthly or weekly, depending on the amount of data handled and the sensitivity of the data. Scans may be started from your Spirion console by clicking the green **Start** icon on the Spirion console, and Spirion will begin searching the locations selected.



You may interact with the results as they are displayed, or you may wait until Spirion has completed its search.

For detailed instructions on running and remediating a Spirion scan, please log in to the USU Learning System, <https://captiveprime.adobe.com/UtahStateUniversity>, and type "Spirion" in the Search box.

## UtahStateUniversity

UtahStateUniversity

DPENVH - Environmental Health & Safety (EH&S)  
No results from this Catalog

DPBSRG - Business Services-Research and Graduate Studies  
No results from this Catalog

DPREGS - Registrar's Office  
No results from this Catalog

DPUNCL - University Counsel/Compliance

Spirion Course  
Complete

Be Well (Employee Wellness)  
 Business Literacy  
 Conflict Management  
 Customer Service  
 Data Security  
 Effective Communication  
 Emergency Preparedness

Tags  
 utah public officer  
 337  
 349  
 a.e.d.  
 act  
 administrator  
 adobe captive prime  
 ...

Status  
 Yet To Start  
 In Progress  
 Completed  
 Not Enrolled

Spirion Course - 100% Complete

For additional information about Spirion or its use, please review the article [Spirion @ USU](#), contact your local IT support personnel, or contact the USU Help Desk at 435-797-4357 (HELP). Detailed product user guides are also available at <https://www.spirion.com/support/user-guides/>.



Thank you for using Spirion. Spirion protects USU Data Users by discovering and securing sensitive information.