

ShortPoint SPFx

Security Information.



ShortPoint SPFx Security Information

ENVIRONMENT
AND VERSION

This guide is for Office 365 and SharePoint 2019 users.

Version 1.1

Oksana Aloshyna
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Intro

We Think Security

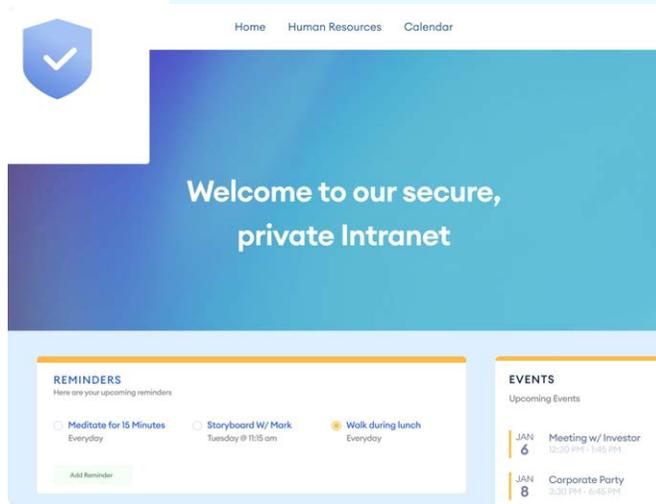


Intranets are online spaces for people to collaborate effectively within an organization. They are designed to enable effortless communication and transfer of information. Using well-designed and organized online collaboration spaces on Office 365, SharePoint and Microsoft Teams has allowed modern workspaces to raise their productivity greatly. But keeping valuable information online always comes with the question of safety.

At ShortPoint, we understand that organizations want their Intranets to be safe and

protected. The privacy and security of our customers' data is our priority, and we kept it in mind while designing every ShortPoint product out there.

This guide is your go-to resource about the safety and security practices we use at ShortPoint to integrate our powerful design features into your environment without getting any information from it. The information you create, store, transfer and use in your environment is not available to ShortPoint by its design. Also, you will learn more about the important practices we use inside our company to ensure that our day-to-day operations are protected from unauthorized access and other security threats.



Section 1

ShortPoint is Entirely Installed in Your Environment

How safe is it to install ShortPoint into your environment? What changes can you expect after the product is installed?

We understand that before making the decision to install ShortPoint on an Office 365 / SharePoint 2019 environment that your company's Intranet is based on, you will likely have the following considerations:

- Will the ShortPoint SPFx make any changes to my pages after I install it?
- In which sites is the app going to be available?
- How will I be able to manage the ShortPoint SFPx app?
- Will my Intranet change the look after I install ShortPoint?

In other words, you would typically be concerned about the impact that ShortPoint will make to your Intranet sites immediately after installation.

Here is what you can expect after you Install ShortPoint SPFx into Office 365:

1. The app will appear in the list of installed apps in the Tenant App Catalog.

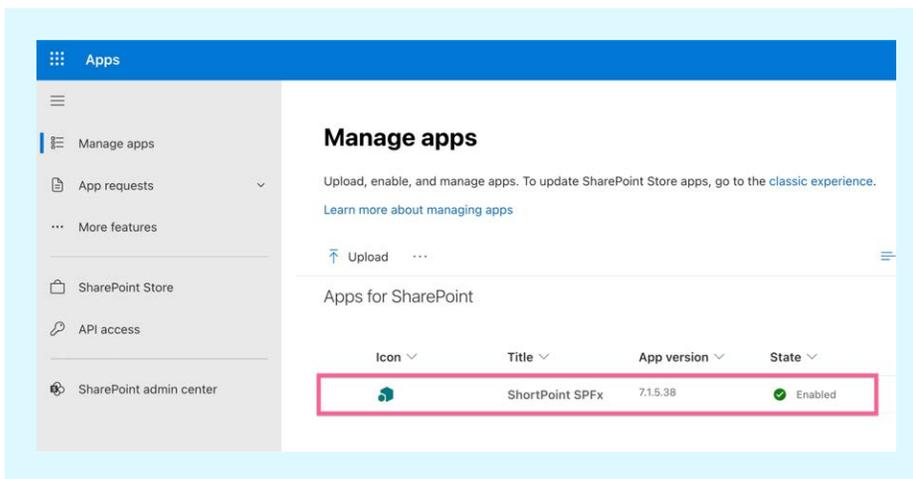


Figure 1.1 App Catalog

2. Two new items will appear in the Site Contents of the site where you installed ShortPoint:
 - ShortPoint SPFx
 - ShortPoint SPFx Dashboard

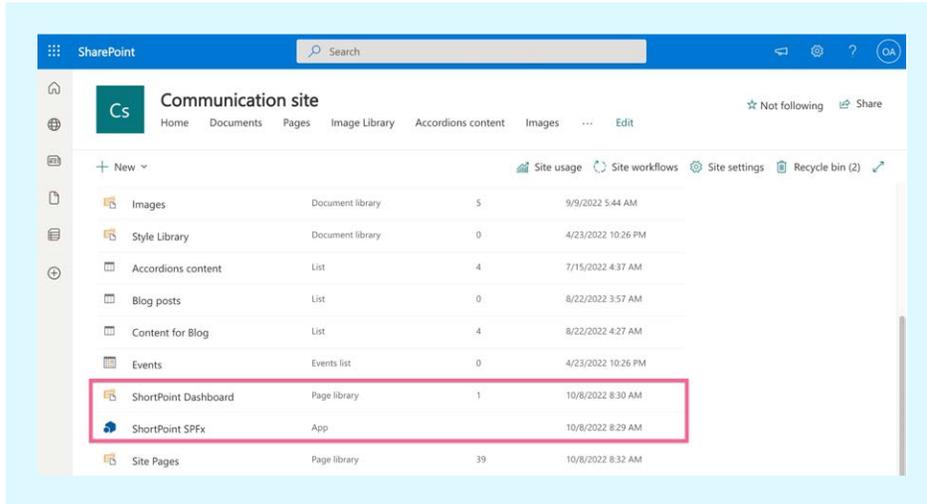


Figure 1.2 ShortPoint Dashboard & ShortPoint SPFx

These new items will not appear on other sites except the one where the initial installation of ShortPoint was made, until you decide to add ShortPoint to more sites.

3. The ShortPoint web part icon will become available in the list of available web parts that you can add while editing a Modern SharePoint Site Page.

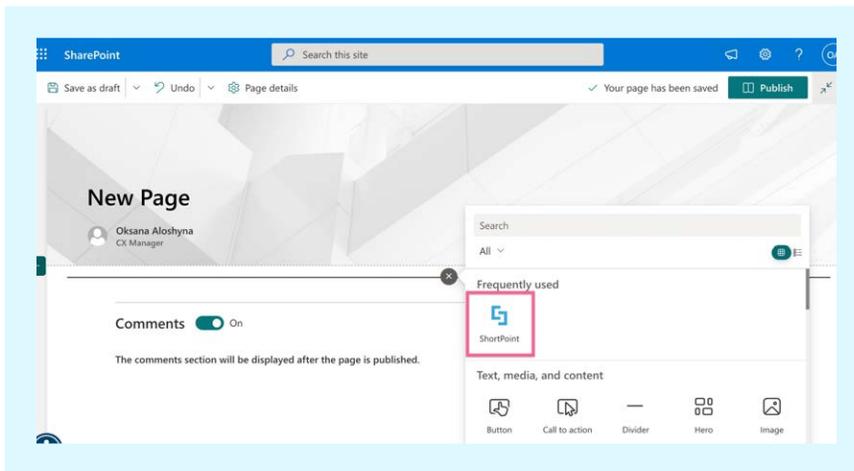


Figure 1.3 ShortPoint web part

4. If you use Classic SharePoint Pages and you selected to install ShortPoint on Classic Pages, you will have two Plus icons appearing in edit mode in the top toolbar of the page.

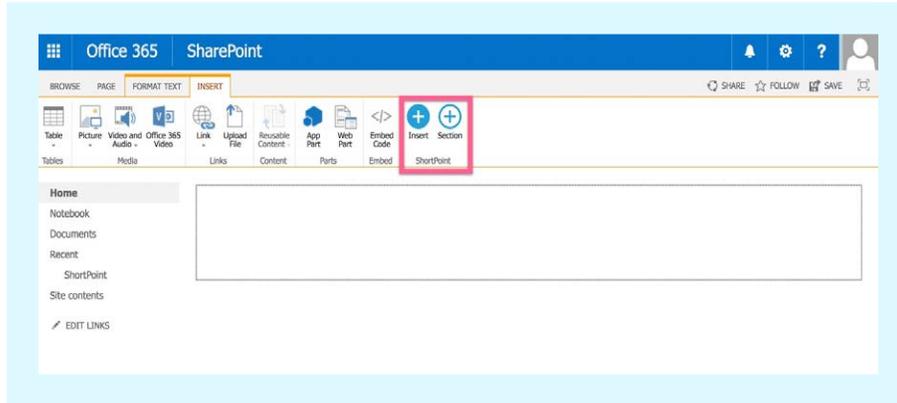


Figure 1.4 Insert buttons in Classic Pages

Other than these changes, there will be nothing else that appears in your environment after installing ShortPoint SPFx.

No existing page designs will be affected. ShortPoint will not change lists, libraries, system or content pages in your environment, as well affect the existing look and feel (branding) of your Intranet after installation.



Section 2

Security by Design

Does the ShortPoint SPFx app have access to the data on my environment? Is the information I am storing on my tenant available to ShortPoint?

Because ShortPoint is a design tool that is used in your Intranet to organize and design your content, many of our users are concerned if the data stored in SharePoint pages and especially inside ShortPoint Elements is shared with ShortPoint. The quick answer is - no. The long answer is - let us explore in which way ShortPoint is installed in an Office 365 environment.

1. ShortPoint is entirely installed in your environment.

ShortPoint uses the SharePoint Framework (SPFx) development model which supports client-side SharePoint development and integration with SharePoint data. It is also referred to as a full trust client-side solution. By its nature, it contains full trust client-side code and can run in full trust.

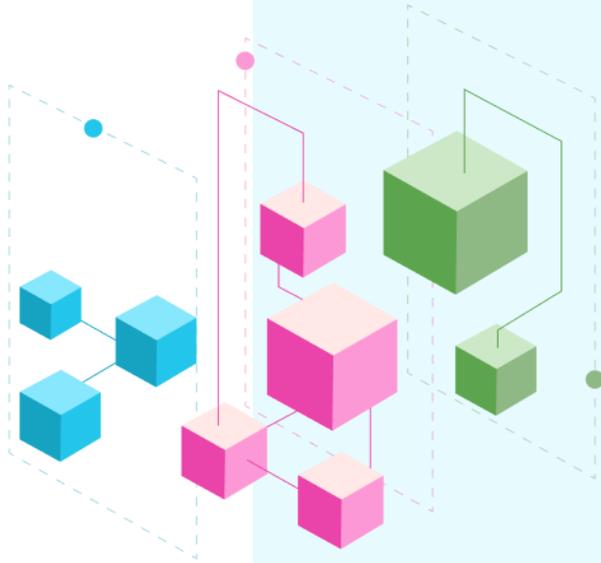
At ShortPoint, we fully comply with Microsoft Office 365, SharePoint, and SAP Cloud Security principles and implementations when developing our solution. All scripts are executed within the safety of your SharePoint environment and we do not provision access to your content by any means. We also set further security features to ensure that all data and information are safe at all times.

2. ShortPoint operates by adding code into the page content.

For example, when you insert a ShortPoint Design Element to a page, it adds a code (ShortPoint plain text markup language) to the page content. When the page is loaded, ShortPoint JavaScript engine will convert the ShortPoint plain text markup with the latest UI markup. The rest will be handled by the browser's JavaScript engine.

3. ShortPoint does not create any new master or content pages

ShortPoint saves a plain text code in the page content. ShortPoint works and integrates seamlessly with Microsoft SharePoint authoring features. It does not create any new master pages, page layouts or other pages. ShortPoint works with SharePoint OOTB master pages, page layouts, content editor web parts and page content fields.



Section 3

Your Data Untouched

Does ShortPoint collect any data from my environment? If yes, what type of data is it? Does ShortPoint store my data in case it is collected?

ShortPoint does not access, edit or store your data.

ShortPoint does not collect or store any site pages content from your environment.

ShortPoint collects only:

1. ShortPoint License Activation and Protection information, which is the following information:
 - First Name
 - Last Name
 - Business Email

- Direct Phone
- Country
- Job Title
- Company Name
- Company Type
- Environment
- Tenant URL
- Number of ShortPoint Editors

2. Product usage statistics to understand how ShortPoint App is being used so we can feed our roadmap and provide you with better customer support.

ShortPoint only sends the counters' data on how many times you used the ShortPoint features.

ShortPoint does NOT collect or store any site pages or contents.

Usage information being collected by the ShortPoint App:

- ShortPoint Users Information (email, name and all available profile properties);
- ShortPoint License information used for the activation;
- Browser information for debugging and support;
- Counters' data on how many times the ShortPoint User:
 - Opened the Page Builder
 - Inserted the ShortPoint Design Element and what that Design Element was
 - Opened the Theme Builder
 - Used the Power BI
 - Installed ShortPoint, and the site URL where it was installed
 - Uninstalled ShortPoint, and the site URL where it was uninstalled

- Current page URL
- Environment ID and type (Office 365, SharePoint 2019, SharePoint 2016, SharePoint 2013);
- ShortPoint version;
- ShortPoint package type (WSP Solution, Add-in, SPFx);

For the full list of usage information collected by the ShortPoint software please contact **privacy@shortpoint.com**.

You can choose to disable sharing the ShortPoint usage data with us completely. You can block access to the **activation.shortpoint.com** domain. You will have to unblock it only when you need to apply the license (typically, once a year) or change the assigned ShortPoint users.

ShortPoint keeps your data for at least a three years period.

However, we respect your privacy, and you can request to delete all your data from our systems at any time. Please send this request to **privacy@shortpoint.com**.

You can check our complete information on privacy in our [Privacy Policy](#).



Section 4

Security Compliance

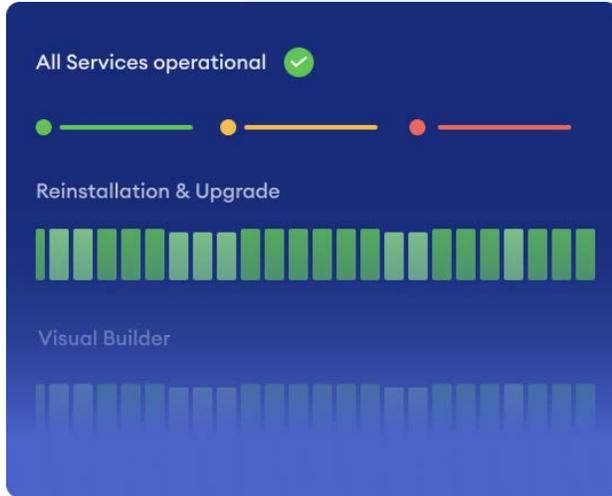
How is security ensured and maintained at ShortPoint? What practices are used to make sure employees apply security principles in their daily work?

Here at ShortPoint, we continuously monitor 140+ security controls across the organization and our security policies and procedures are regularly reviewed, approved by management, and communicated to all employees. Furthermore, development of all product functionality is reviewed by our security committee and ShortPoint conducts mandatory security code reviews for all changes.

We partnered with Drata for continuous monitoring of security controls and compliance across the organization. In addition, ShortPoint works with an independent auditor BARR Advisory to maintain a SOC 2 Type 2 report, which objectively certifies our controls to ensure the continuous security of our customers.

If you would like to check the report for yourself, please use this button:

[**Request Report**](#)



Section 5

Reliability

Is ShortPoint reliable? How can I make sure my designs don't change after I upgrade? Will I be informed in case of any issues?

Here are some of the methods we implemented into our day-to-day product development and maintenance to ensure that ShortPoint is reliable.

1. Night Watch Testing

We run daily end-to-end automated testing to detect any change that may affect ShortPoint product performance allowing us to effectively catch any requirements for updates and fixes in record time

2. Upgrade with Confidence, Risk-Free

We have features that provide you control over when and how your sites are upgraded. ShortPoint upgrades are seamless and efficient with no downtime, and no changes affecting your existing sites and designs.

SandBox Mode allows you to test new releases in a secure environment where you can view changes or improvements that are implemented and test them without affecting published pages.

One Click upgrade allows you to push a ShortPoint upgrade to all site collections within your tenancy at once from a single location with just one simple click.

Auto Upgrade allows you to be automatically upgraded to the latest ShortPoint version upon every public release.

3. Live Status Updates

We provide real-time updates about potential service outages on our Live Status dashboard. Any user can access it at any point in time to check the operation of all ShortPoint services. Also, we send email notifications to subscribed individuals.

4. You Will Never Lose Anything You Design

You will never lose anything you design. Our designs are entirely saved within your page. If you remove ShortPoint completely, your designs will still be saved.

If your computer crashes while you are designing, you don't have to worry. Once you are back online, your work is auto saved and you can continue.

Final Remarks.

You have now reached the end of this guide. Thank you for your interest in ShortPoint security.



If you need further assistance, you may reach out to us through the following methods:

-  Security Team Email - security@shortpoint.com
-  Support Team Email - support@shortpoint.com
-  Knowledge Base - support.shortpoint.com
-  Website - shortpoint.com

Elegant Intranet sites
anyone can design.