

# Security and Confidentiality

Security is a fundamental part of any enterprise application and hence we have left no stone unturned while designing both the physical as well as the application level security.

The live servers are hosted in Ireland with Amazon. The production equipment is housed in a data centre that has full time security staff, video surveillance and alarms, along with the uninterrupted power supply and backup generators. For full details please refer to <http://aws.amazon.com/security/#features>

The data is automatically synchronized with a backup server every minute using snapshot technology and can be restored within minutes of failover.

SortMyBooks Online is a secured product and has secured sockets layer (SSL) certificate, certified by Equifax Secure Global Business (GeoTrust). With password-protected login, firewall protected servers, and 128 bit SSL we are at par with banks offering online banking security wise.

The software also has a full audit log of all the activities performed by logged in users starting from signing in to the system to add, edits, deletes until the user signs out of the system. This not only helps in tracking activities but is also a helpful tool to rectify user mistakes.

All data entered in to SortMyBooks Online is confidential. Your data is not accessible by SortMyBooks staff or anyone else unless you choose to set up a sharing and permission. You can do this through use of the user management screen as well where you can add and delete users to suit the needs of the business. We also offer multiple permission levels that let you limit the access privileges of each user. This means that if you want your part-time consultant to be able enter their hours on a project but have no access to any other parts of the accounts SortMyBooks Online will allow you to do so, similarly you can set up a data-entry level user that can input data but cannot access reports such as the P&L.