Who Accessed Or Downloaded A Confidential Document

Understanding who accessed or downloaded a confidential document involves exam in in g access trails across cloud platforms, file servers, and end point s. This guide details what each record proves, retention policies, attribution methods, and common pitfalls for UK legal professionals.

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DOCUMENT ACCESS EVIDENCE · A GUIDE FOR UK LAWYERS Who Accessed or Downloaded a Confidential Document Reading Access Trails Across Cloud Platforms, File Servers and Endpoints COMPUTER FORENSICS LAB

§ ABOUT THE AUTHOR PREPARED BY COMPUTER FORENSICS LAB E-DISCOVERY TEAM ESTABLISHED 2007 · LONDON ISO 17025-ALIGNED PROCEDURES ACCESS-LOG ANALYSIS

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Questions and answers

Can we find out who opened a document on Share Point?

Usually, within the audit retention window: the unified audit log records access, d own load, share and related events with the acting account, client and IP (§3): Example 1's forty-one accounts came from one search. The account is then joined to a person through §7's lattice, and the event type read for what it proves (§5): a preview is not a read.

How long do access logs last?

Months by default on the major platforms, longer with premium licensing or retention policies, days on busy on- premises servers, and anything from days to indefinite on SaaS systems (§6): the tenant's actual configuration is the first fact, and export is the first act. Logs allowed to expire after proceedings are contemplated are a preservation failure.

The file server has no access logs. Is the trail cold?

The server's trail never existed if audit in g was off (Example 2), but the endpoint's did: shortcut files, recent-file lists, sync databases and browser artefacts on the device that opened the file prove local access independently (§4, §8). Sequester the device before it is reissued; the trail is on it.

The log says my client's account accessed the record. Is that the end of it?

No: the event's semantics may be a preview or a search render (Example 3), the d own load may be a sync client's, and the account may have been used by someone else: the defensive lattice of §7 tests each. Access allegations built on a single log line without semantics, baseline or corroboration are the ones that fail at the hearing.

Can access to a document be proved after it was deleted?

Access events are recorded independently of the item's survival, so the audit log holds the history of a deleted document for its retention period; end point artefacts likewise persist (§8). The document's content may need guide 95 or 102's recovery; its access history is a separate, often longer-lived record.

Someone photographed the screen. Can that be traced?

Not from the platform: a camera leaves no access event beyond the open itself. The investigation narrows the population to accounts that had the document displayed at the relevant time (§5's open events), joins sessions to devices and rooms (§7), and examines the downstream image for screen artefacts, reflections and the platform's on-screen watermarks where deployed: bounded honestly, and some time s sufficient. cflab. u k · e-disc ove r y. u k ©2026 Computer Forensics Lab Ltd ·cflab.uk ·e-discovery.uk ·info@cflab.uk ·+44 (0)20 7164 6915 Page 15 of 17

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