

**QUESTION:**

Working in a government public health organization requires working with a large number of partner agencies and organizations external to our domain. This work often includes personal data (HIPAA). What recommendations do you have for ensuring the protections required when working in this situation?

ANSWER:

Please see the information on the [Health Insurance Portability and Accountability \(HIPAA\) & HITECH Acts](#) page for information and guidance.

QUESTION:

What's the best practice for instructing our users on 'sharing' items in SharePoint document libraries? When they use the "share" functionality, it immediately breaks item permission inheritance. This causes major issues down the road by making the permissions in the document library far more complex than needed, and difficult to manage.

ANSWER:

Please refer to this documentation: [Share SharePoint files or folders](#) and this session from Ignite: [External file sharing with OneDrive and Microsoft 365](#).

QUESTION:

Is there a good way to organize files that have been shared with you? The running list of shared-with-me files is the only thing I am aware of.

ANSWER:

"Shared with me" is the right way to do this. The Product Group is working to make this more functional so that it also pivots on views as well as filtering, like a normal document library can. This will result in something you can manage closely and more usefully, rather than just a running list of things shared with you over time.

QUESTION:

100 days to restore might seem like quite a bit, but in very seasonal businesses (for example, a Halloween supply store) 100 days is a very low number. What are the options beyond 100 days?

ANSWER:

This article [Restore your OneDrive](#) contains information on restoring data.

For more information

Microsoft IT Showcase

microsoft.com/itshowcase

© 2020 Microsoft Corporation. This document is for informational purposes only. MICROSOFT MAKES NO WARRANTIES, EXPRESS OR IMPLIED, IN THIS SUMMARY. The names of actual companies and products mentioned herein may be the trademarks of their respective owners.