Identify Shared-in Google Drive Files from External users

Drive Audit & Management · https://gatlabs.com/knowledge/tech-tips/identify-shared-in-google-drive-files-from-external-users/

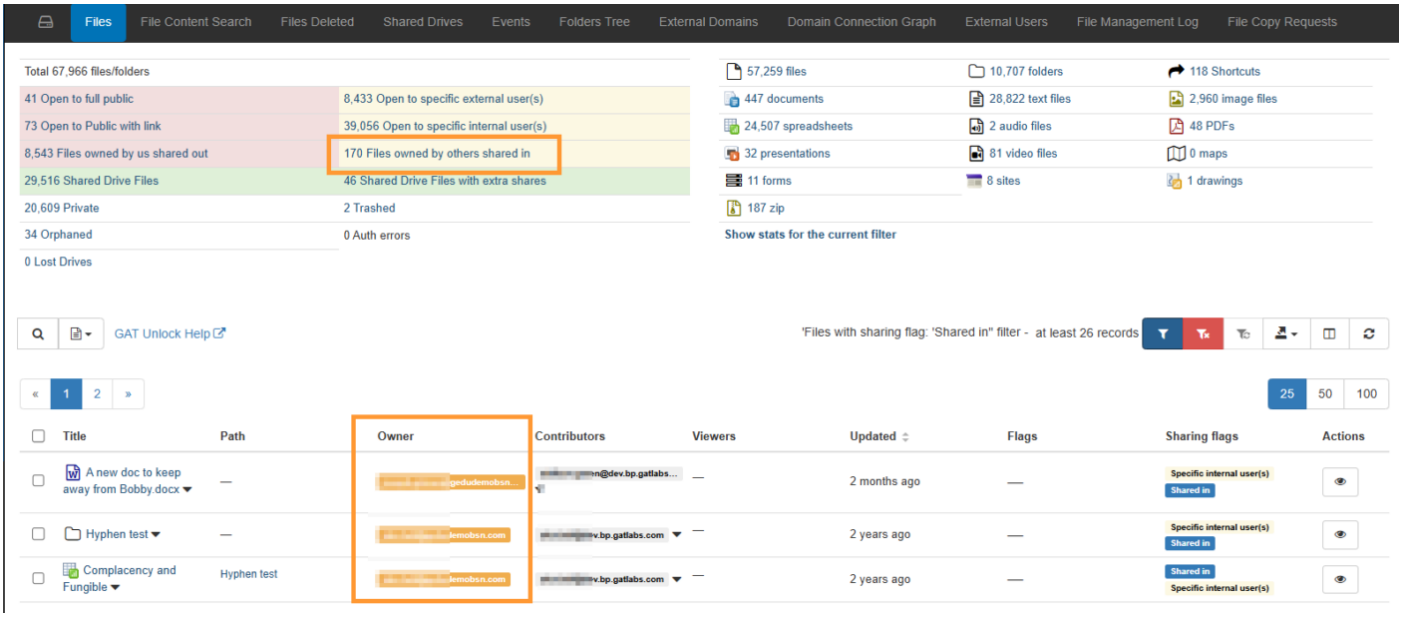
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What does Shared-in mean?

A Shared-in file is a file where the owner is an external user from another Google Workspace domain. This external owner may have added a user from your Google Workspace domain as an Editor, Viewer, or commenter.

These users appear within GAT+ **highlighted** in **orange color,** and if they own the file their email appears under the **Owner** heading.

Navigate to the **GAT+ → Drive audit → Files tab**.



Note: If Shared Drive is shown (as green background) it means the Shared Drive itself has (Managers who are external to the domain)

Why are Shared-in files important to analyze?

- Data Leak - Files placed into a shared-in folder are immediately exposed to an external party.
- Identify the type of organizations collaborating with your business.
- Reach out to the external organization and let them know that their users are sharing files with members of your organization.

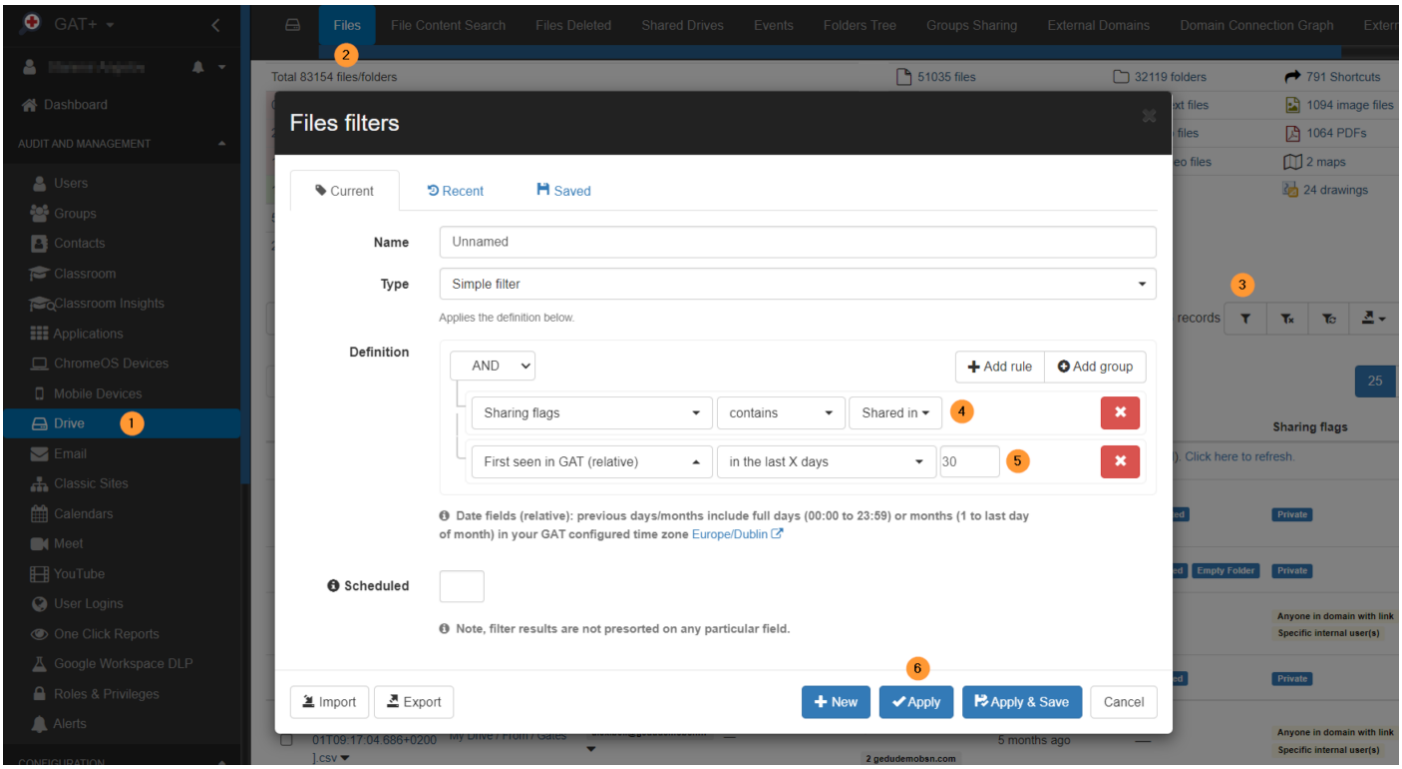
'First seen in GAT+'

In the GAT+, Files tab, we provide the following Search Operators, when defining your custom filter to query the metadata across your organization.

- **First seen in GAT+**
- **First seen in GAT+ (relative)**

These Search Operators combined with another like the **Sharing Flag** *contains* **Shared-in** can tell **when** (time & date) the file was first recognized by GAT+.

Note: 'First seen in GAT+' is a Search Operator unique within GAT+, Google API does not keep track of Shared-in files so GATLabs has developed unique code to identify these files.



The outcome of the above Custom filter

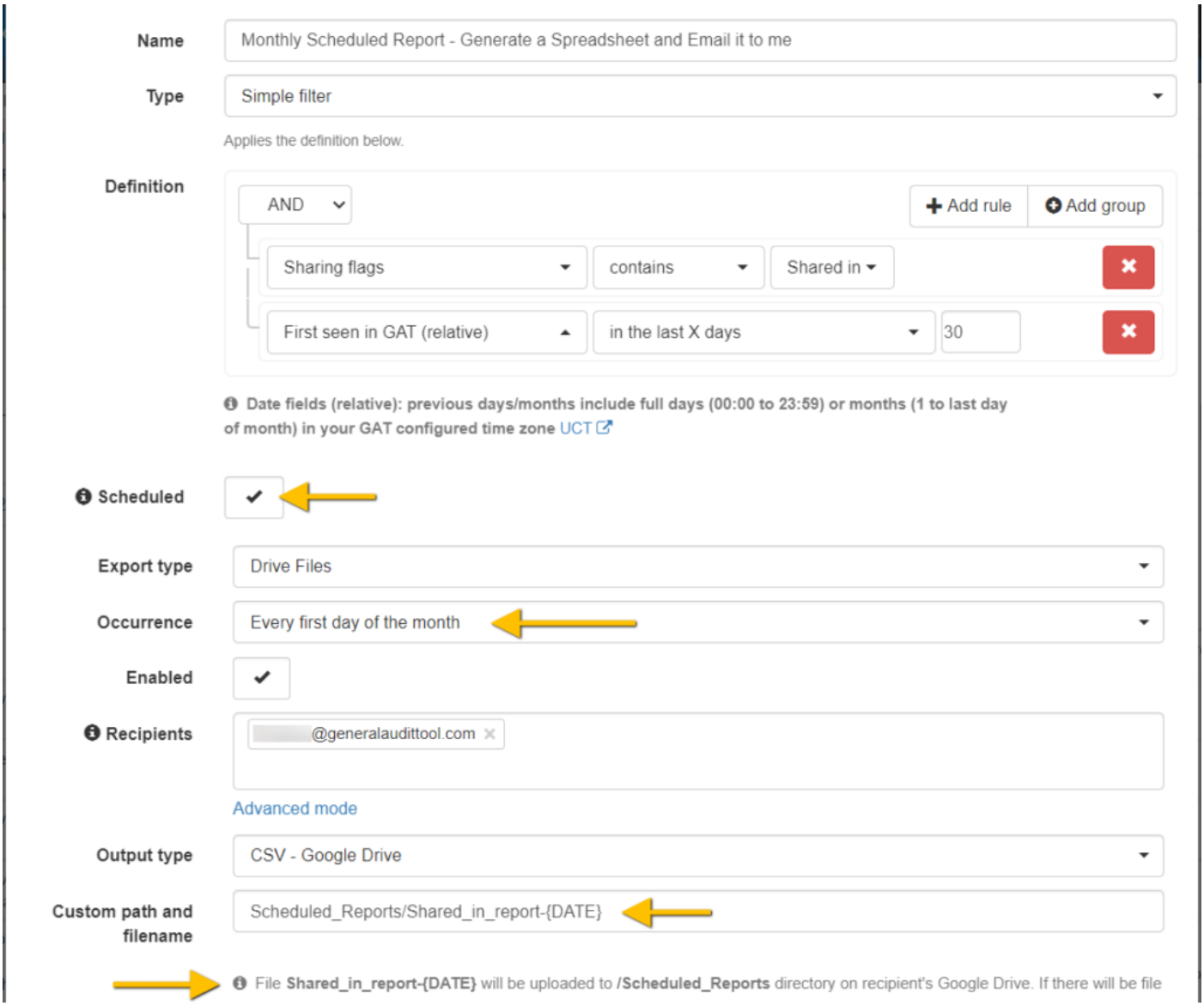
This will show you all the files that were:

- **“Shared in” to your Google Workspace domain in the last 30 days.**

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Creating a scheduled report to find recently shared-in files

Using the same custom filter and same Search Operators, we can schedule our filter to create daily, weekly, or monthly generated spreadsheets.



This scheduled report will produce a Google Spreadsheet of the most recently shared-in files over the last month.

Summary

As a result of the filer and report you will see:

- On a scheduled occurrence (daily, weekly or monthly), a new report will be generated.
- The Google Sheet will contain all the newly discovered Shared files for the previous X days

- Below you will see the Owner (is external) – meaning it’s Shared In. Also, the Sharing flag contains Shared-in (Shared into your domain from an external domain).

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