Automated tagging of files

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Nextcloud's Files Automated Tagging app allows to assign collaborative tags to files and folders based on rules, similar to Files access control.

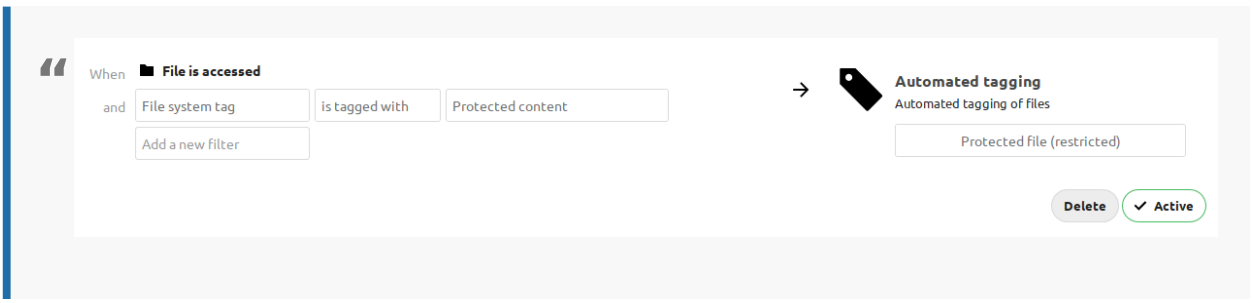
Assigning restricted and invisible tags

The main functionality of this app is to allow users to indirectly assign restricted and invisible tags to files they upload.

This is especially useful for retention and Files access control, so people that got the files shared can not remove the tag to stop the retention or allow access against the owner's will.

Example

After installing the Files automated tagging app as described in Apps management navigate to the configuration and locate the Workflow settings.



In the example you can see a simple rule with only one condition. It will tag all files with the restricted tag `Protected file` that are uploaded into a folder that is tagged with `Protect content`. No user can remove the tag `Protected file` and therefore access control and retention both work fine without users being able to work around them.

In this case the folder will also be tagged with tag `Protected file`, to avoid this, simply modify the rule to exclude Directory `httpd/unix-directory` from it.

Available rules

The available rules can be seen in the access control section: Available rules.

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> Please note that the rules do not apply when creating external storages and groupfolders. The root folders of those need to be tagged manually with the desired initial tags. Items created inside later on apply the rules as defined.

Executing actions

It is possible to execute actions like `convert to PDF` based on assigned tags. Nextcloud GmbH assists customers in this with hands-on help and documentation on our `customer portal <https://portal.nextcloud.com>_.

□□□ #3
□ cocobook-sync □□□ 2026-10-28 16:28:22 UTC
□ cocobook-sync □□□ 2026-10-29 01:09:20 UTC