

# Symantec Enterprise Vault™

Store, manage, and discover critical business information

## Data Sheet: Archiving and eDiscovery

### Overview

Managing millions of mailboxes for over 16,000 customers worldwide, Enterprise Vault, an industry leader in email and content archiving, enables companies to store, manage, and discover unstructured information across the enterprise. With unstructured information consuming a large percentage of an organization's storage, Symantec Enterprise Vault™ archives information from messaging, file servers and collaborative systems using powerful storage optimization, classification and retention technologies. Enterprise Vault will automatically capture, categorize, index and enforce retention policies and secure unstructured information wherever it may exist while reducing storage costs and simplifying management.

In addition to day to day responsibilities, IT is also being asked to partner with Legal departments to develop information retention systems that not only ensure records are not accidentally lost or deleted, but can also ensure rapid recovery. And organizations faced with litigation involving eDiscovery must be able to apply indefinite litigation hold of relevant content with minimal strain on storage and IT resources. Enterprise Vault helps organizations close the gap between technology and policies in order to eliminate the risk associated with non-compliance. With Enterprise Vault, organizations are able to consolidate email and other electronic information from any source across the organization into a single repository. This simplifies management, enforces retention and deletion policies, enables legal hold, reduces information redundancy, and allows for timely search and retrieval of relevant information for legal investigations. Archiving with Enterprise Vault is the cornerstone of an efficient, repeatable and defensible discovery process.

### Features and benefits

**Optimized single-instance-storage** – Efficiently archives information by storing just one copy of a file or message,

regardless of the number of times it occurs or where it is stored, significantly lowering the long term total cost of ownership by reducing the archive size.

**Seamless end user experience** – Enterprise Vault is designed to be a seamless extension to users' existing tools (Outlook®, Notes, SharePoint®, etc.) giving visible access to archived information anytime, anywhere -- including on mobile devices.

**Intuitive electronic discovery with guided review** – Provides advanced search, legal hold and analysis including guided review, conversation threading, bulk marking and tagging.

**Active content collection** – Extends search, indexing and classification of data beyond the Enterprise Vault archive, giving organizations clear visibility and control in the discovery, assessment, and management of unstructured and semi-structured information.

**Simplified installation and administration** – Provides administrators with wizards and dashboards filled with best practices to get Enterprise Vault up and running in minutes with easy day-to-day management.

**Flexible .PST and .NSF migration** – Automatically locates and migrates existing .PST and .NSF files into the archive, helping you regain control of the information contained within those files. Centralized control of .PST and .NSF files helps accelerate eDiscovery while reducing storage costs, backup windows and information risk.

**Open storage layer** – Virtualizes the underlying storage for transparent data migration between storage systems and allows the archive to consume new storage and new storage systems over time.

### Manage unstructured information

Storage dedicated to old or infrequently accessed data not only wastes precious space, but it also costs time and money to manage, maintain, and back up. Enterprise



Vault helps address storage cost and resource issues by providing a centralized, integrated content archiving solution that pulls this unstructured information from multiple sources (see Figure 1). These sources include:

- Microsoft® Exchange and Lotus Domino®
- .pst files and .nsf archives
- Microsoft SharePoint® Server
- File servers
- Databases and ERP systems
- Instant messaging systems
- Blackberry® SMS and PIN
- Bloomberg and Reuters
- Laptop and desktop computers

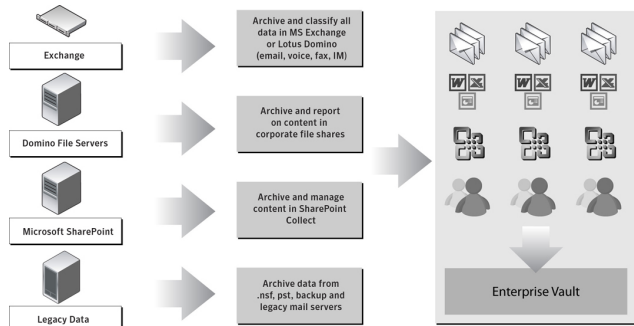


Figure 1. Symantec Enterprise Vault integrated content archiving solution

### Automate mailbox management

Now you can eliminate quotas and message size restrictions and give users a mailbox of virtually unlimited size, while controlling message store growth (see Figure 2). Also, significantly reduce the time spent dealing with mailbox housekeeping. Admin-defined policies automatically archive individual mailbox email and attachments from Exchange and Domino into online Enterprise Vault stores. Optionally, shortcuts are provided, allowing users to easily view or restore the original items transparently through Microsoft Outlook®, Lotus Notes or via extended Web-based email clients. This helps the messaging application to focus on handling

newer information dynamically, while Enterprise Vault acts as a highly-scalable, long-term repository for older information. Thus, server performance is dramatically improved, and users enjoy instant access to all of their email without the associated cost and management.

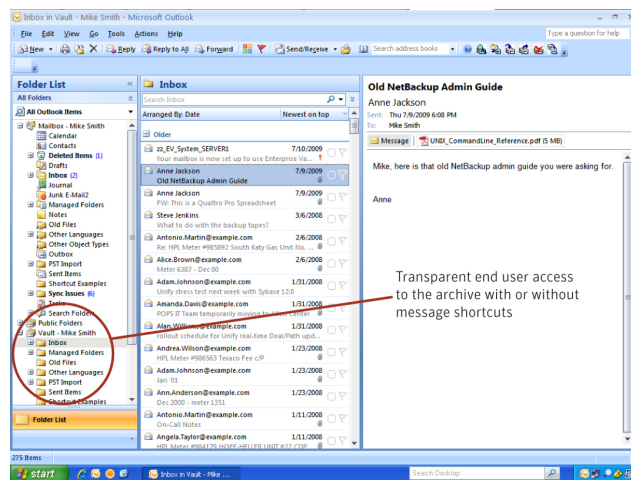


Figure 2. Transparent end-user access

### Introduce storage efficiency

Enterprise Vault leverages Optimized Single Instance Storage (OSIS) and compression technologies to further reduce the data footprint (see Figure 3). By controlling the size of the archive footprint, the applications and servers hosting them remain focused on real-time transactions. The online archive also enables organizations to rationalize their storage resources and dedicate primary storage to dynamic and transactional data. Older, less frequently accessed content can be moved to a secondary or tertiary storage device, saving money for more strategic purposes. Enterprise Vault also lets you block and eliminate unwanted or inappropriate information, free up space on servers, reduce overall storage requirements, and keep all content fully searchable and instantly accessible, completely transparent to the end user. Furthermore, the Enterprise Vault Open Storage Layer allows Enterprise Vault to virtualize the underlying storage, so that users of the archive are not aware of the storage system they are using today, and more

importantly, a new storage system can be introduced to the archive at any time.

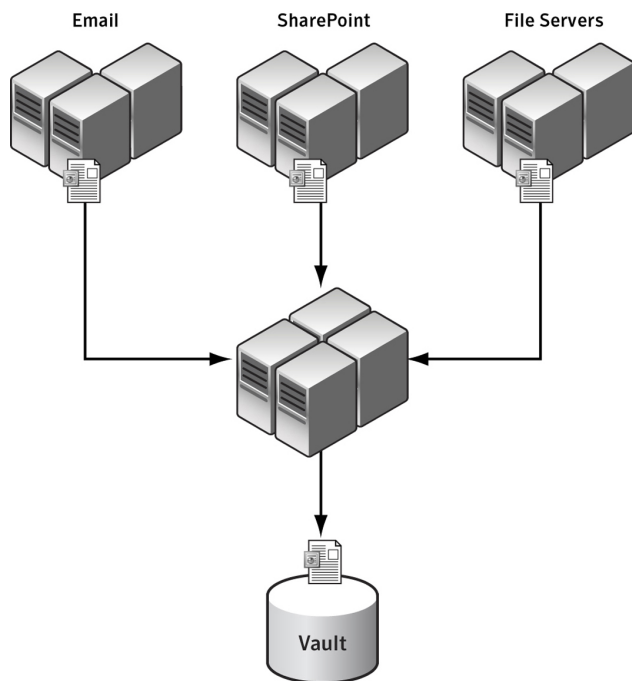


Figure 3. Enterprise Vault Optimized Single Instance Storage

### Eliminate .PST and .NSF headaches

Enterprise Vault software allows organizations to migrate and archive email content from end-user-created .PST and .NSF files into the archive repository while maintaining the end user experience. Centralizing user search and accessibility to this information helps companies significantly reduce the amount of data stored in local and network based .PST and .NSF files. As Enterprise Vault ingests personal store content, mail and file server storage growth will slow, stop, and then likely reverse as the scales tip by removing older content and putting it into a more efficient archive. As an added bonus, users of Outlook Web Access (OWA) (see Figure 4) and Domino Web Access (DWA) will now be able to access and manage this newly ingested data via the respective web client.

### Backup, archiving and recovery

IT and backup administrators should consider not only advanced data protection methods for faster backup and recovery, but archiving as well. Complementing backup and recovery technologies with archiving enhances traditional backup and recovery by reducing the data stores of applications such as Exchange, Domino, SharePoint, or file servers. Smaller data stores shrink backup and recovery times and can help save money on storage and storage management. More importantly, this archived data can be leveraged for greater value through search and retrieval tools and simplifying electronic discovery. End users benefit from the ability to initiate their own restores quickly, and IT groups spend less time on administrative restore requests.

Symantec NetBackup™ and Enterprise Vault provide integration that enables customers to define automatic, policy-based migration strategies that move archived data from disk managed by Enterprise Vault to tape or other media managed by NetBackup, helping customers leverage their backup infrastructure to manage archived data and reduce their long term total cost of ownership. Deploying Enterprise Vault, in combination with NetBackup, can relieve backup and recovery problems by removing static and duplicate data from the daily backup process. More importantly, deploying archiving enables IT groups to manage data growth proactively and leverage the benefits of a centralized repository of corporate data.

Enterprise Vault can also facilitate quicker restores in the event of a disaster, as the storage savings typically can be applied to restore times. This helps organizations accomplish their main objective of making messaging application data or other production data operational in the shortest time possible to help ensure that email and other applications are up and running.

### Implement intelligent archiving

For a variety of reasons, IT organizations around the world are being mandated by corporate governance, legal and compliance groups to implement company-wide retention policies on corporate information. Unstructured information—wherever it may exist-- such as email or

documents in SharePoint or on file servers are not exempt from these requirements. Because not all data is created equal, (i.e. business, personal, junk, spam, etc.), companies are increasingly interested in controlling archive storage and operational costs. Intelligent archiving is a content aware classification methodology in Enterprise Vault that helps companies create a repeatable method of classifying and storing unstructured information.

Intelligent archiving helps companies meet corporate retention requirements and enforce records management policies. This is accomplished through multiple classification options using automated classification, user-driven classification, or third-party classification technologies. Once data is classified, powerful policy enforcement technology applies retention and expiry rules across different classes of information to ensure it is kept only as long as it is needed. This helps significantly lower operational cost, as the size of the archive is kept in check. Providing context gives more structure to the archive and enables an intelligent means to search, discover, and leverage archived information on an open platform, allowing customization and innovation.

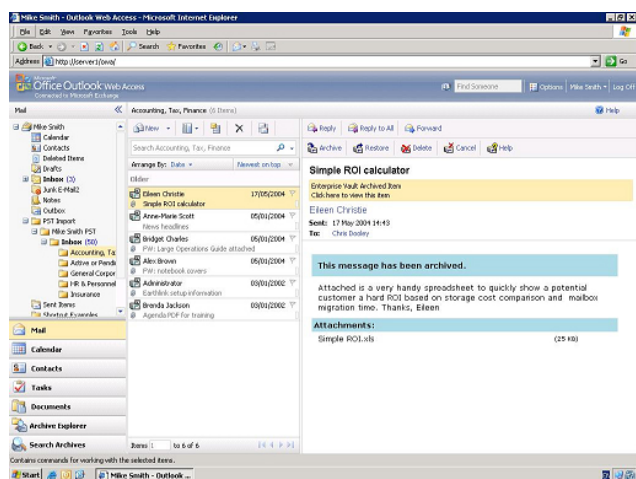


Figure 4. Ingested .PST data visible in OWA

### **Reduce eDiscovery costs and risks for litigation, investigations, and regulatory compliance**

Any IT administrator or legal counsel who has had to respond to a lawsuit, internal investigation, or ensure compliance with industry regulations understands the challenges of information governance, meeting court-sanctioned deadlines, and the soaring costs of third-party review. The entire process needs to be streamlined, making it easier to defensibly and cost-effectively respond to eDiscovery requests. The answer is an intelligent information governance solution with a purpose-built eDiscovery platform.

Enterprise Vault provides a single consolidated repository of information archived from critical sources such as messaging systems, file servers, instant messaging and collaboration systems, databases, and more. This archived information is indexed and instantly accessible, enabling simplified early case assessment by Enterprise Vault Discovery Accelerator with streamlined workflow to the Clearwell eDiscovery Platform, now a part of Symantec.

The Clearwell Platform extends the eDiscovery reach to data beyond the archive to include a full spectrum of enterprise sources including network servers, storage systems, backups, application repositories, and laptops and desktops. This information is searched in a transparent and unobtrusive manner and once all data is collected, advanced search and analytics can cull data by over 90 percent, enabling efficient legal hold and accelerating review and production.

Together, Enterprise Vault, Enterprise Vault™ Discovery Accelerator and the Clearwell eDiscovery Platform bring a new level of information governance and end-to-end eDiscovery.

Also, Enterprise Vault Compliance Accelerator, a highly configurable add-on solution to Enterprise Vault, allows companies to perform cost-effective supervisory review of email to help ensure compliance with corporate policy and regulatory bodies. Providing the framework to select and sample target email, manage its review by appropriate reviewers, and record the process for audit purposes,

Compliance Accelerator helps to decrease the cost and effort of email supervision, review, and compliance demonstration.

### Product highlights

- **Enterprise archiving platform:** Archives unstructured information from Microsoft Exchange and SharePoint, Lotus Domino, File Servers, and IM platforms, with APIs for additional content such as databases, forensic images and voice and video.
- **Policy-based archiving:** Automates the migration, storage and retention of unstructured information in accordance with IT policies while improving performance, reducing costs and simplifying management.
- **.PST and .NSF migration:** Reduces storage, backup and help desk costs, controls data loss and ensures all email remains protected and compliant with corporate policies.
- **Electronic discovery and search:** Proactive archiving reduces the costs and risks associated with search and collection of electronic data by creating a centralized and indexed archive for on demand search and analysis.
- **Centralized administration and reporting:** Single point of administration provides advanced reporting, monitoring, and diagnostics of the archive, helping to ensure consistent performance and availability.

- **Intelligent archiving:** Gives context and insight into what is archived, filtering out non-critical information from the archive.

### More Information

*Visit our website*

<http://www.symantec.com/ev>

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### About Symantec

Symantec is a global leader in providing security, storage, and systems management solutions to help consumers and organizations secure and manage their information-driven world. Our software and services protect against more risks at more points, more completely and efficiently, enabling confidence wherever information is used or stored. Headquartered in Mountain View, Calif., Symantec has operations in 40 countries. More information is available at [www.symantec.com](http://www.symantec.com).

### Symantec World Headquarters

350 Ellis St.

Mountain View, CA 94043 USA

+1 (650) 527 8000

1 (800) 721 3934

[www.symantec.com](http://www.symantec.com)