

Total Email Management Suite Active Archiving Service for Email



Cost-effectively manage email storage, retention and legal discovery while providing end-users with easy access and relief from email quotas.

PRODUCT DESCRIPTION

Part of Iron Mountain's Total Email Management Suite, the Active Archiving Service for Email is a comprehensive managed service for email storage management, archiving and discovery that allows businesses to cost-effectively reduce their email storage burdens, apply granular email retention policies, securely archive email, enable efficient eDiscovery and give end users full searchable access to all their messages.

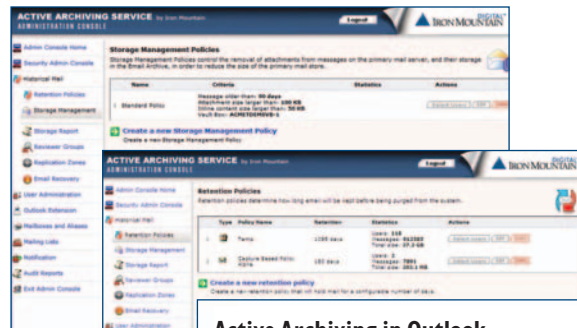
Save messages based on your company's retention needs. Facilitate rapid discovery and production of email for legal purposes. Improve the performance of your production email systems while reducing the size of message stores by 80 percent. With Iron Mountain's Active Archiving Service for Email, you can leverage the expertise and technology that enable you to address your email, storage and compliance management challenges.

- For Corporate Records Managers:** The Active Archiving Service provides flexible email retention policies, efficient eDiscovery, and corporate risk reduction through effective lifecycle management of email.
- For IT:** The Active Archiving Service reduces the burden of email storage by moving messages and attachments offsite, improving email server stability and backup. The service removes distractions by empowering end users to better manage their email and satisfy discovery requests.
- For End Users:** The Active Archiving Service provides easy access to historical email through either Microsoft® Outlook® or a web browser, and enables rapid search and retrieval of all messages and attachments. Users receive relief from email quotas and spend less time filing messages in offline personal folder files.

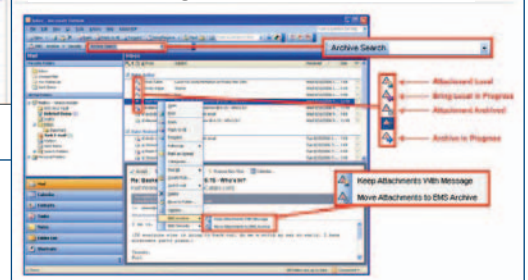
- For legal and compliance officers:** The Active Archiving Service promotes efficient, effective eDiscovery by capturing all email from designated users and providing powerful search capabilities across groups of mailboxes.

A SERVICE THAT MEETS ESSENTIAL CORPORATE AND IT REQUIREMENTS

Iron Mountain's Active Archiving Service is designed to meet the essential requirements of corporate records managers, IT and legal officers while increasing end user satisfaction and productivity.



Active Archiving in Outlook



Referencing attachments stored in the archive reduces the load on email servers by 80% and provides relief from Inbox quotas.

Storage Management/Mailbox Management. The Active Archiving Service is a cost-effective managed service that is fully integrated with Microsoft® Exchange®, allowing administrators to set granular storage management policies. When messages are archived, these policies can remove attachments from local Exchange servers while providing full access via Outlook or a web browser. This can decrease Exchange data stores by as much as 80%! The results include more productive users, dramatically decreased backup, recovery and maintenance windows, and improved email reliability.

Records Retention & Policy Compliance. The Active Archiving Service allows organizations to set granular retention policies, such as by user, department, email server or location, streamlining compliance with corporate records retention requirements. The service also provides auditing of policy changes and support for legal holds.

eDiscovery. The Active Archiving Service makes it easy for legal counsel and other authorized users to search selected mailboxes or across an entire population using any search criteria. The service provides rapid, full-text search and retrieval of all email and attachments and the ability to export results to leading legal review and case management tools.

ACTIVE ARCHIVING SERVICE CAPABILITIES

- **A Fully Managed Service.** The Active Archiving Service can be deployed in a few hours and easily administered from a single web console, requiring no dedicated staff.
- **Retention Policy Management and Auditing.** Administrators have complete control over which end users are included in the archive, their individual retention rules, whether they have access to the archive, and whether they can restore individual messages and attachments from the archive back into their local mailbox. The Active Archiving Service provides a complete audit trail of all activities, including permission and policy changes.

- **Low TCO.** The Active Archiving Service is more cost effective than the multiple solutions it replaces, delivering a lower total cost of ownership than on-premise enterprise solutions.
- **Secure Storage Management.** The Active Archiving Service protects the security of email using strong-key encryption, secure transport and Microsoft® Windows® Authentication.
- **Direct End User Access.** The Active Archiving Service provides end user access to a personal archive where users can locate and recover lost or deleted email back to their inbox.
- **Rapid, Precise Search.** The Active Archiving Service provides sub-second, full text search of message headers, bodies, and attachments, based on any criteria or search terms. Powerful navigation tools help you sift through mountains of messages to find relevant information quickly.
- **Platform Support.** Microsoft® Exchange 2000 or 2003 (Outlook Extension available for Outlook 2003).

CONTINUING INNOVATION FROM A TRUSTED PARTNER

Over the past 50 years, Iron Mountain has grown to be the world leader in records and information management. Today, we count 97% of the Fortune 1000 among our 90,000+ clients. The reason for the success is simple. Iron Mountain continually earns clients' trust as their off-site data protection and archiving needs grow by investing in technology tools that enhance their access to and control over their critical business information. We've successfully helped customers recover from hundreds of disaster events and respond to countless eDiscovery and records retrieval requests. Iron Mountain delivers the expertise our customers need to reduce costs and risks associated with information protection and storage.

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