

ASG-ViewDirect[®] E-Mail Manager

FOR ARCHIVING, SEARCHING,
ORGANIZING, AND VIEWING
E-MAILS

ASG-ViewDirect[®] E-Mail Manager enables organizations to search, view, retain, and expire corporate e-mails, along with other enterprise content. It also provides unmatched flexibility in defining classification, retention, and disposition rules for full compliance with evolving corporate, industry, and government regulations.

Challenges

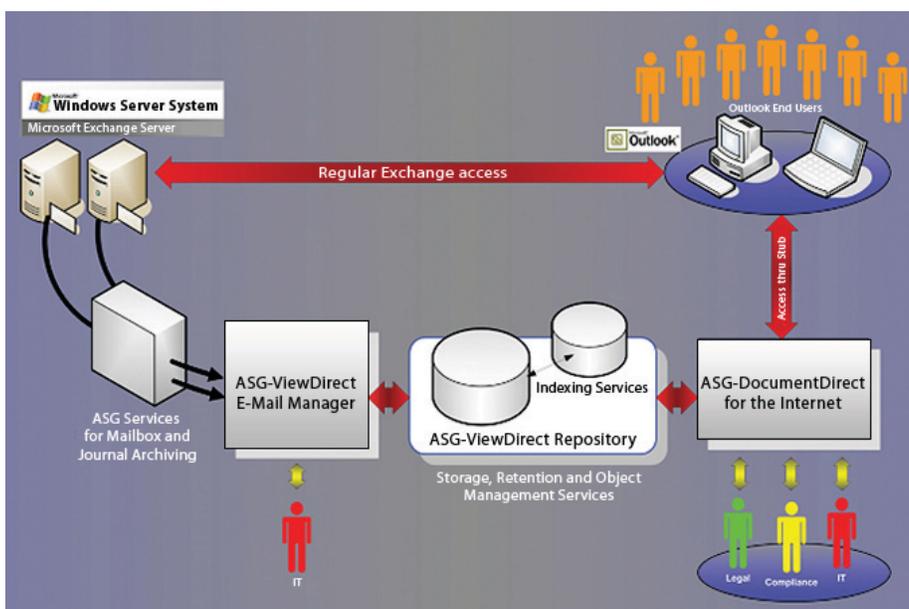
The explosive growth of e-mail communication has threatened to devour the server space of many organizations. Even as they scramble to offload e-mails to affordable secondary storage, another challenge looms ahead: e-mail, as a major source of official records, creates potential regulatory compliance issues. As a result, gaining custody and control of e-mails and managing them according to all mandated retention and disposition rules is of vital importance.

Solution

ASG-ViewDirect E-Mail Manager enables organizations to comply with internal and external policies and regulations, apply advanced retention and disposition rules to archived e-mails, and reduce storage loads on e-mail servers. It manages e-mails throughout their entire lifecycle: from capture to organization, migration to security, and retention to disposition.

Features

- ✦ Captures e-mail while retaining the original format, with body and attachments together
- ✦ Controls e-mail archiving from Microsoft[®] Exchange to the ASG-ViewDirect[®] Repository to final disposition, according to centrally defined rules
- ✦ Improves the efficiency and reliability of messaging servers by reducing storage loads
- ✦ Optimizes storage resource usage by archiving only one copy of an e-mail in single-instance storage
- ✦ Provides automatic sampling and policy violation reports of e-mail for compliance officers
- ✦ Automates e-mail capture from user mailboxes, based on centrally defined policies
- ✦ Facilitates quick implementation and eliminates end-user training since no plug-ins are required
- ✦ Reduces legal risks and e-discovery costs
- ✦ Enables compliance with the Sarbanes-Oxley Act, SEC 17a-4, NASD Rules 3010/3110, FRA, HIPAA, and FDA Rule 11, as well as other corporate retention/disposition policies



ASG-ViewDirect[®] E-Mail Manager provides comprehensive and flexible capabilities for gaining custody and control of e-mails.

ASG-ViewDirect® E-Mail Manager

Capture

ASG-ViewDirect E-mail Manager automatically captures e-mails from user mailboxes and Microsoft® Exchange servers, leaving stubs in Microsoft® Outlook® to facilitate seamless access. The solution's dedicated, multi-threaded collection process features flexible, crawling configurations to provide fast, powerful performance. With ASG-ViewDirect E-mail Manager, capture and storage are transparent to users without changing the Outlook interface or separating e-mails from their attachments.

Classify

During capture, every e-mail is automatically analyzed against rules and assigned a classification category, which administers an e-mail's retention and final disposition. Assigned categories also govern parameters, such as storage locations, media, migrations, and access control in the ASG-ViewDirect Repository.

To maximize use of critical storage resources, ASG-ViewDirect E-mail Manager identifies and classifies only those messages needed for retention. These e-mail records are then indexed by To, From, Subject, Date, and other key metadata to enable fast searching and access.

Administrators assign different e-mail archive policies for different user groups. Each policy triggers archiving based on defined parameters, such as the age or size of the e-mail. These policies also define retention times.

Archive

Retention of e-mail and other types of content is directly managed by ASG-ViewDirect E-Mail Manager. The single instance storage repository, which is standards compliant, stores e-mail and other content in its original format. The repository is secure and highly scalable to meet any growth requirements.

Access

ASG-ViewDirect E-mail Manager's search and view functionality is controlled by security rules. End-users access their own archived e-mail through familiar Outlook user interfaces. Auditors, legal, or compliance departments conduct comprehensive searches, from common metadata fields to full-text searches, on both body and attachments. Automatic sampling and policy violation reports provide compliance officers with a straightforward audit of captured e-mail.

Results

ASG-ViewDirect E-Mail Manager effectively addresses challenges caused by the increasing size of Microsoft Exchange databases that consume expensive server space. It migrates the e-mail body and attachments from Exchange storage groups and databases to the ASG-ViewDirect Repository, leaving much smaller stubs that maintain end-user access and actions from Outlook. Further, user mailboxes retain their original folder structure. Only one copy of the e-mail is archived, reducing the required server space. With ASG-ViewDirect E-mail Manager, administration is much easier and faster. Microsoft Exchange is more reliable, and the content of its database is captured in a secure and reliable repository.



About ASG | www.asg.com ASG provides software solutions to over 85 percent of the world's largest companies. Through its comprehensive Business Service Management (BSM) solution, Business Service Platform™, ASG is an established BSM provider with a strong heritage in Content, Metadata, Applications, Operations, Performance, Infrastructure, and Identity Management technologies. ASG enables clients to reduce costs, enhance customer service, meet business objectives, and truly go beyond BSM. Founded in 1986, ASG is a privately held company based in Naples, Florida, USA, with more than 90 offices around the world.

Beyond BSM™

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