VERITAS™

Veritas™ Enterprise Vault.cloud for Microsoft® Office 365

Assume control over your information ecosystem

Benefits at a glance

- **Satisfies email retention requirements** by journaling an immutable copy of every email sent and received to a secure and tamper-proof cloud-based archive.

- **Mitigates the risks of holding data with a single vendor** by providing a secondary copy of your business-critical information in another location.

- **Archives content beyond Office 365**, including Microsoft® Exchange Server and IBM Domino® emails, Box and Microsoft SharePoint® Server files, instant messages, and unified communications.

- **Accelerates eDiscovery** by enabling authorized Legal, Compliance, and HR personnel to apply legal holds and conduct powerful, iterative searches across an unlimited number of custodians and quickly cull down results with built-in collaborative review capabilities.

- **Streamlines the migration to Office 365** by archiving legacy data first.

Overview

Microsoft® Office 365 is a set of communications and collaboration products and cloud services offered in a large number of subscription plans. Business and Enterprise plans for Office 365 offer access to Microsoft® Exchange Online, Microsoft SharePoint® Online, and Microsoft Lync™ Online, plus Microsoft® Office Online and desktop applications like Word and Excel. It is easy to see why many organizations are moving from owning traditional on-premises solutions, to Office 365's zero-overhead cloud infrastructure.

Despite its many capabilities, Office 365 can't satisfy every organization's requirements. While it offers some archiving and eDiscovery features in the more expensive plans, you may find you need additional functionality to meet the rigorous business and regulatory demands for preserving data and enabling rapid eDiscovery search and review. This is especially true for IT teams, which are often burdened with time-consuming eDiscovery requests from Legal, Compliance, and HR teams.

Veritas™ Enterprise Vault.cloud

Enterprise Vault.cloud is a leading cloud-based archiving service that integrates seamlessly with Office 365 to provide the essential layer of functionality you need to defensibly archive and discover your Office 365 emails and other business-critical information. It frees up IT resources by giving authorized users the ability to self-service their requests, and with no mandatory hardware, software, or client plug-ins required it's easy for IT to deploy and maintain. With Enterprise Vault.cloud, you can take a sustainable and repeatable approach to archiving and eDiscovery and assume control of your information ecosystem.
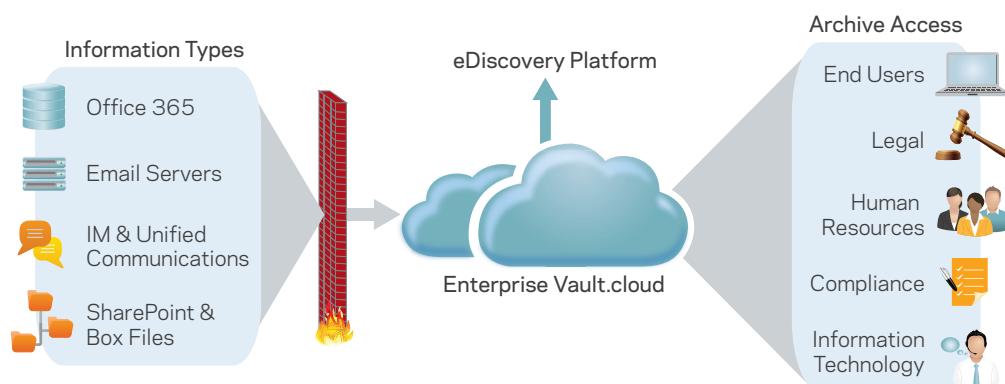

Fig 1: Enterprise Vault.cloud captures multiple content types and makes them accessible to authorized users.

Enterprise Vault.cloud advantages for Office 365 customers

Data protection

Rest easy knowing there is a secondary copy of your data.
Enterprise Vault.cloud helps mitigate the risks of holding data with a single vendor by providing the reassurance of a secondary copy of your business-critical information in another location.

Advanced compliance

Satisfy email retention requirements with a journal archive.
Enterprise Vault.cloud journals an immutable copy of all emails sent and received throughout your organization to a secure and tamper-proof cloud-based archive. As each message enters the archive, it is time stamped, serialized, and given a unique signature to ensure its authenticity in a court of law. Journaling helps ensure full message capture for compliance and eDiscovery purposes—even if a message is deleted or modified, the original, unaltered copy remains in the archive according to your corporate retention policies. Without journaling, it may be difficult to prove that emails weren't tampered with or that items were not deleted. Many organizations have made journaling a critical component of their archiving and eDiscovery solution. See Fig 2.

Automatically retain departed employees' archives according to policies.
Enterprise Vault.cloud automatically retains departed employees' archives, at no extra charge, in accordance with your retention policies. This helps ensure that the information is not only preserved for the period of time required, but is also defensibly deleted after that period (keeping information for longer than needed can create unnecessary legal risks).

Archive content beyond Office 365. Enterprise Vault.cloud archives multiple email platforms in a single, searchable cloud-based archive, including Exchange Online, multiple versions of Microsoft® Exchange Server on-premises (2003, 2007, 2010, and 2013), and IBM Domino®. It also archives other electronic data into the same central repository, including Microsoft SharePoint® Server and Box files, instant messages, and unified communications, expediting eDiscovery search and retrieval.

Office 365's "legal hold everything" approach

Microsoft's approach to archiving is to provide end users with an In-Place Archive. An In-Place Archive does not contain journaled items, it is just another mailbox that appears alongside the primary mailbox and gives users a place to store older emails. Users can delete and modify items from their In-Place Archive just as they can with their primary mailbox. While applying retention policies in Office 365 can ensure that messages are removed after the specified period, they don't ensure that messages are retained for the specified period. Users can still delete and modify messages before the retention period is reached.[1] To preserve all message edits and deletions, Microsoft suggests placing all email on legal hold. This "legal hold everything" approach can be a burden on IT – when a new person joins, it's another task on the IT checklist. It can also render corporate retention policies obsolete and create unnecessary legal risks.

"It would be cumbersome to search messages with Office 365 alone, and I couldn't confidently say we'd have all we needed. Now our discovery searches reveal who said what to whom."

—Geoff Pangonis,
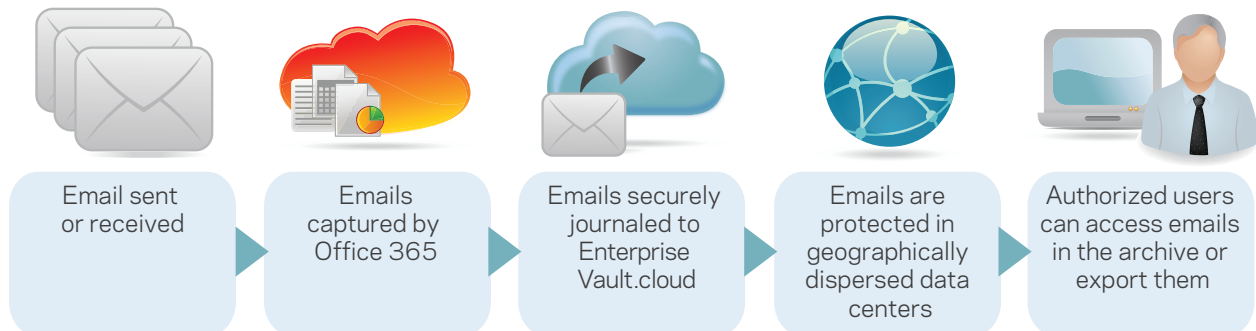   Messaging Administrator, VHB

Email sent or received → Emails captured by Office 365 → Emails securely journaled to Enterprise Vault.cloud → Emails are protected in geographically dispersed data centers → Authorized users can access emails in the archive or export them

Fig 2: Enterprise Vault.cloud journal archiving

1. https://msdn.microsoft.com/en-us/library/gg271153%28v=exchsrvcs.149%29.aspx

Litigation-ready eDiscovery

Free IT from eDiscovery burdens. Enterprise Vault.cloud's intuitive eDiscovery Web interface removes the eDiscovery burden from IT by providing authorized non-IT staff, such as Legal, Compliance and HR teams, with direct, role-based access to the archive. The built-in collaborative eDiscovery workflow lets multiple users, including outside counsel, interact and collaborate on eDiscovery matters—no help from IT is required.

Grant granular, role-based access and permissions. Enterprise Vault.cloud applies distinct role-based privileges, allowing those involved in an eDiscovery case to perform functions such as managing searches, reviewing items, and creating exports. Case permissions are very granular such as allowing certain legal staff to create searches and paralegals to review items.

Enable an unlimited number of legal holds in seconds. Enterprise Vault.cloud enables authorized users to easily apply legal holds in seconds across an unlimited number of custodians—no help from IT is required. Legal holds can be very granular, enabling users to preserve items at the case-level, search-level and message-level.

Provide a complete understanding of who sent and received a message. Enterprise Vault.cloud automatically captures not only the original message, but also information about the sender and all recipients, including Bcc and distribution list recipients. Bcc and distribution list recipient information is stored in both the sender and recipients' copy of the message and is therefore discoverable during searches of both the sender and recipients' archives.

Conduct powerful, iterative eDiscovery searches across an unlimited number of custodians. Authorized users can perform real-time, iterative eDiscovery searches (search within a search) across an unlimited number of custodians and continually refine their searches "in-progress" until they achieve the desired dataset. This offers significant time savings when building a complex query, since the user can add and remove search filters as needed without having to go back and rebuild the entire search criteria from scratch.

Quickly cull down eDiscovery search results. Collaborative review capabilities in Enterprise Vault.cloud help to quickly cull down search results and ensure the resulting dataset is relevant to the dispute at hand. This can save you considerable legal expenses by reducing the volume of data requiring external review. Search results can be divided up among multiple reviewers, distributing the workload and accelerating the review process. Reviewers can quickly identify hit-highlighted search terms, apply review statuses or labels to items, tag content as relevant, irrelevant, spam, personal, privileged, etc., and add notes that can be reviewed by other reviewers working on the case.

Directly integrate with the Veritas™ eDiscovery Platform. In a single step, eDiscovery Platform can identify and collect all relevant information from Enterprise Vault.cloud. Using advanced Early Case Assessment, review, and Predictive Coding technology, the eDiscovery 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. With Enterprise Vault.cloud and the eDiscovery Platform, Veritas delivers a fully integrated eDiscovery and archiving solution, making it easy for you to defensibly solve real-world challenges across the entire eDiscovery lifecycle.

Supervisory review for SEC/FINRA compliance

Veritas™ AdvisorMail, a complementary solution to Enterprise Vault.cloud, is a leading cloud-based archiving solution for SEC- and FINRA-regulated firms as well as organizations regulated by GLBA, SOX, HIPAA and other compliance requirements. It archives emails, instant messages, Bloomberg, Reuters, and mobile device communications and provides a comprehensive suite of supervisory and review tools.

On-premises archiving

Veritas Enterprise Vault™, the market leading on-premises archiving solution, offers a new SMTP archiving feature which enables Office 365 to journal directly to Enterprise Vault. In this way, Enterprise Vault may be maintained on-premises to support compliance, supervision and/or eDiscovery requirements, even with email in the cloud with Office 365.

Streamlined mailbox management

Provide true unlimited storage and retention. Enterprise Vault.cloud offers unlimited storage and retention for a simple and predictable monthly price per user, so you never have to worry about purchasing more storage space.

Provide end users with a complete record of their email. Enterprise Vault.cloud provides end users with a complete record of their email in a Personal Archive which is accessible from their Microsoft Outlook® client, mobile devices, or a Web browser. No management of the archive is needed. Users can simply leverage powerful search functionality to quickly find and restore any lost or deleted message.

Stay productive during an Office 365 outage. Veritas Enterprise Vault™ Mailbox Continuity.cloud, an add-on feature, is a hosted email failover system that activates when an Office 365 outage occurs; enabling your end users to continue sending and receiving messages (requires Symantec™ Email Security.cloud).

Migration services

Streamline the migration to Office 365. A significant portion of the risks associated with an email migration project can be attributed to the movement of large volumes of messages from the legacy message and archive systems to the new messaging platform. Migrations to Office 365 are typically handled by either the built-in Microsoft migration aid tools or specialized third party applications, all of which help to manage the actual migration process but do little to reduce the amount of data to be migrated. Enterprise Vault.cloud helps reduce the risks associated with migrating to Office 365 by archiving your existing email data— whether it is stored on tape, PSTs/NSFs, or trapped within existing on-premises archives—prior to the migration. This means that you no longer have to move or convert the majority of your data to Office 365, shrinking the project timeline while minimizing the risk of permanent data loss. Chain of custody is preserved throughout the ingestion process.

More information: www.symantec.com/office-365-archiving

Benefits of tight integration with Office 365

- Journaling configuration lets IT easily set up journaling to Enterprise Vault.cloud in the Exchange Administration Center.

- Automated Directory Synchronization lets IT easily manage and provision users and mailboxes in one place. In simple terms, each time a new Exchange Online user is created in Office 365, a new archive account is automatically provisioned for them in Enterprise Vault.cloud. Enterprise Vault.cloud is one of the only third-party archiving vendors to offer automated directory synchronization to Office 365.

- Single Sign-On capabilities allow end users to access their Personal Archive using their existing Active Directory username and password. This helps reduce calls to IT for password resets or forgotten login information.

More Information

Visit our website

http://www.veritas.com

About Veritas Technologies Corporation

Veritas Technologies Corporation enables organizations to harness the power of their information, with solutions designed to serve the world's largest and most complex heterogeneous environments. Veritas works with 86 percent of Fortune 500 companies today, improving data availability and revealing insights to drive competitive advantage.

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