

# EMC EmailXtender for IBM Lotus Notes/Domino

## Mitigate risk, lower costs, enable compliance

Managing e-mail growth is a complex and seemingly never-ending problem for Domino administrators. Constantly evolving discovery rules compound the challenges. These issues combined with the impact of increased corporate governance and regulatory recordkeeping requirements make proactive e-mail management a necessary and prudent investment.

### THE BIG PICTURE

- Proactively manages mail database growth on the Domino servers
- Supports flexible message capture to enable compliance with regulations and/or corporate governance
- Reduces the costs and risks associated with legal discovery, and enables secure legal hold
- Works seamlessly with the Notes/Domino platform without mail template changes

EMC® EmailXtender® e-mail archiving software helps organizations improve operational efficiency and manage Domino storage growth. Flexible message capture allows companies to archive messages in their native format and to enforce retention in a centrally managed archive. Patented single-instance storage coupled with 2:1 compression enables efficient storage consumption of the EmailXtender archive. In addition, the native Notes full-text index search functionality makes it easy to search and retrieve messages from the archive. Multiple search roles allow different levels of search permissions to the secure archive. This enables single end-user access to a full search of the archive in response to a discovery request or audit to retrieve selected messages the user owns. All EmailXtender functionality is transparent to end users and is achieved without modifying the Notes mail template.

### Proactive mail database growth management

EmailXtender stores unaltered copies of messages and attachments in a centralized online archive for cost-effective, long-term retention. Because there is no need for the full message to be stored on the Domino server, EmailXtender reduces the burden of storing older messages and aging attachments in the production environment. The EmailXtender patent-pending shortcut process replaces attachments in a user's inbox with a small pointer to the EmailXtender archive. Leveraging the Notes local replica, users have seamless, uninterrupted access to shortcut content even when disconnected from the network. Customers have reduced their production Domino storage requirements by as much as 80 percent through the EmailXtender shortcut process, allowing companies to proactively manage mail database sizes with EmailXtender. As a result, you can lift restrictive quotas, improving user productivity and eliminating the use of unmanaged Notes local archives that users create to bypass quotas. Existing Notes local archives can be archived into the same centralized EmailXtender archive where they will also be de-duplicated, compressed, full-text indexed, and managed by corporate retention policies.

### Flexible message capture

With EmailXtender, administrators can create retention policies as required by regulatory requirements or corporate governance. EmailXtender realtime capture ensures a complete and authentic archive, while collecting all relevant e-mail, attachments, IM, and metadata, including aliases and groups. Patent-pending Archive Process Tracking capabilities provide a simple way to monitor rules processing, helping administrators to refine their EmailXtender collection and exclusion policies over time.

Another option for message capture is User Directed Archiving, which allows users to classify business-important records. Through a simple drag and drop of messages within their inbox, users can archive messages into pre-defined EmailXtender folders with set retention periods. This approach not only offers risk avoidance and a replacement for Notes local archives at the desktop, it also reduces the number of non-business messages in the archive and expedites discovery search, enabling legal hold.

### Reduced time and cost of legal discovery

Companies without a comprehensive e-mail management system face great risk related to electronic discovery. A litigation or discovery request related to e-mail can be costly and time consuming, especially if it requires the company to retrieve content from disparate locations and restore e-mail from backup tapes. Messages in the EmailXtender archive are accessible through a number of EmailXtender search interfaces, including a native Notes search plug-in or through an alternative web interface. Full-text indexing of subject line, message body, and attachments coupled with powerful search filters increase search accuracies and ensure that requested e-mails can be produced in minutes rather than weeks or months. And, User Directed Archiving further extends the ability to narrow search results and to preserve e-mail content in response to a discovery request.

### Seamless Domino support

EmailXtender preserves the Notes client to avoid any interruption to the end-user experience, minimizing user training and mitigating help desk calls. EmailXtender does not require any change to the standard mail template and archives messages in their original format so that message fidelity is fully preserved. Additionally, EmailXtender provides native integration with the Lotus Notes Address Book (NAB) to reduce administrative overhead in managing multiple user identities.

### The EMC e-mail archiving solution

EMC offers comprehensive e-mail archiving software that includes EmailXtender, EmailXtender Archive Edition, and EMC EmailXaminer®. When combined with EMC DiskXtender® for Windows and EMC Centera® content-addressed storage, these products enable companies to cost-effectively store messages for long-term retention on non-rewriteable, non-erasable storage media.



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