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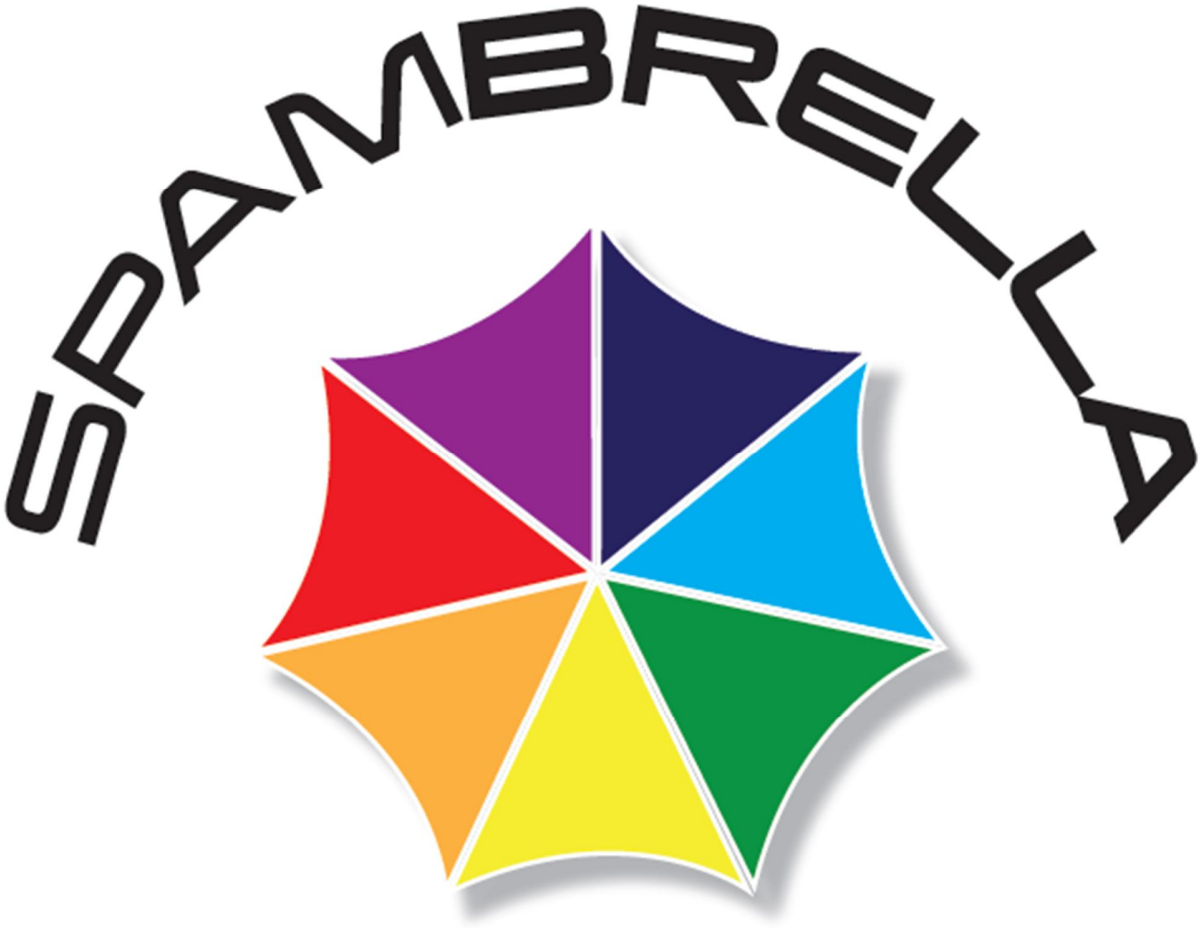
Spambrella® Email Archiving Service Guide

Service Guide



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Spambrella SaaS Email Archiving Service

Reliable, in-the-cloud email archiving with your choice of one or multiple years of message retention

Spambrella SaaS Email Archiving is your answer to reducing email storage and management costs, satisfying e-discovery and compliance needs and protecting your business and employees.

By adopting a software-as-a-service (SaaS) model, you virtually eliminate management burdens while ensuring safe, simple, cost-effective retention of inbound, outbound, internal, and even historical email. Anytime you need to find a particular message - or even thousands of messages – the precise information you're looking for can be at your fingertips in just seconds.

In the not-so-distant past, most companies paid very little attention to how they stored email. Email volumes were also nowhere near what they are today, and business-critical information was routinely stored in hard-copy form.

Today, email volumes are soaring, and email has become a primary medium for communicating all kinds of information. Reliable storage and quick access to that information is essential to business operations. At the same time, government and industry regulations require you to keep paper trails for myriad decisions and processes - whether or not any actual paper is involved. Businesses of all sizes, therefore, need a way to safely store and rapidly retrieve the massive volumes of email they generate every day.

Fast, affordable, simple archiving and retrieval there's no need to store and search for email the hard way.

Spambrella SaaS Email Archiving takes care of all your email storage, management, and retrieval needs with a cloud-based service that eliminates the need to manage backup media and onsite storage. It's an easy-to-use, fully integrated, and economical service that:

- Automatically and safely stores email for future review and e-discovery
- Offers users powerful, precise, and rapid search capabilities without the need for IT assistance
- Replaces cumbersome, costly, and unreliable tape backup
- Requires no hardware or software purchases
- Our pull versus push message retrieval
- Elimination of hardware maintenance and support

Achieve and document compliance the easy way

Spambrella SaaS Email Archiving offers more than data protection for employees and management. It also supports industry and regulatory retention and compliance requirements. Whether you need to recover a stored email message in response to an e-discovery request, to demonstrate compliance, or simply as an accurate record of "who said what to whom," you want to produce the message as quickly as possible.

With Spambrella SaaS Email Archiving, you can easily access one message—or thousands of messages - in seconds, using either simple or advanced search criteria, including user, date range, metadata, message content, and even attachment content. You can also save multiple searches to simplify the task of documenting compliance over time.

And because today's strict compliance requirements often go far beyond document retention and retrieval, Spambrella SaaS Email Archiving provides a complete set of compliance features, including:

- Tamperproof read-only storage—Messages and message metadata are protected in their original state
- Dual data centers—Eliminates the threat of a single point of failure, ensuring that no message is ever lost
- Automatic quality verification—verifies that stored message copies are identical to the original.
- Dual commit message capture—Messages aren't deleted from your email server until accurate copies have been made and verified.
- Auditable message serialization—Adds a unique numeric identifier to each message to comply with SEC requirements that prohibit tampering or deletion of messages
- Transport and storage encryption—Messages are transported securely via TLS or SSL, and are stored using 256-bit encryption

Bring your historical data on-board – Existing archive migration

Archiving your email in one location makes it easier to search and retrieve all relevant data quickly when you need it. That's why we provide two options for importing your historical data into our service.

Complete protection for your business reputation, your data, and your employees Spambrella SaaS Email Archiving is offered as a standalone service or bundled as part of the Spambrella SaaS Email Security & Archiving Suite, which includes inbound email filtering and email continuity. When you choose the suite, you gain complete confidence that your massive email volumes will be safely stored and easily searchable, at any time.

Use our Security-as-a- Service solutions to:

- More effectively manage email retention without adding more resources
- Minimize business risk, satisfy compliance needs, and reduce legal liabilities/litigation
- Incorporate business continuity with complete email backup protection
- Increase email security by preventing message tampering

Technology made simple for you and your team

Whether your company is a large enterprise with an extensive technical staff or a small business with just one employee providing all your systems support, our solution can relieve unnecessary technical pressures through:

- An intuitive user interface that offers fast, flexible, and accurate save and search
- Unlimited, centralized off-site email storage
- Consolidation of pst files to reduce the size of Microsoft Outlook Exchange databases and enhance performance

Most organizations can take advantage of our free upload option, avoiding any up-front import fees and paying only for the storage of their historical and new archived emails.

Businesses with large historical mail stores—50 GB or larger—can transfer their data more efficiently with our custom email services. We provide you a secure offline method for transferring historical data for priority import, which offers several advantages to businesses with very large historical mail stores. Our archiving solution:

- Doesn't impact Internet bandwidth
- Eliminates the need to load historical data onto an Exchange server for online import
- Reduces the amount of time necessary to import large data stores
- Automatically de-duplicates data using an MD5 checksum process
- Includes a dedicated portable hard drive and all other features needed to securely execute the transfer
- Automatically skips messages in junk mail and anti-virus mail folders

Get the most value for your archiving time and money

We have designed Spambrella SaaS Email Archiving to provide ironclad security and all the features you need with an unbeatable return on your investment. You'll find added value in our:

- Competitive price point with no setup or upgrade fees
- Easy implementation and administration through a centralized control console, data exporting options, and standard email configuration
- Complimentary 24x7 customer support
- Software-as-a-service model that requires no capital outlay
- Unlimited storage at no extra charge
- Optional retention periods of one or multiple years
- Bundled pricing or availability as a standalone service