

Archive 7.0 for IBM Lotus Domino Server Mailboxes

Active-Archive for Mailbox Management, Legal Discovery and Compliance

Key Benefits

- ▶ Saves disk capacity by moving unused data to secondary, less expensive storage, establishing proactive control over skyrocketing storage management costs
- ▶ Improves Domino server performance and reduces size of active primary data stores and backup windows
- ▶ Meets security and compliance standards
- ▶ Provides legally defensible data management process
- ▶ Eases audit burden with comprehensive, point-and-click reporting
- ▶ Improves end-user productivity by providing transparent access to business critical data
- ▶ Overall ease-of-use improves flexibility and manageability with minimal time and resource investments on the care and feeding of the system
- ▶ Supports Green IT strategies by reducing hardware, power and storage requirements

Easily add capabilities for protection, archive, replication and snapshot recovery, all managed from the same Unified Console.

The Business Challenge

Messaging data continues to grow at exponential rates. According to Osterman Research, 59% of organizations view growth in messaging-related storage as their number one problem (April, 2007). The size of messaging stores, coupled with increasing litigation, exposes organizations to greater risk. Standards for civil litigation such as the Federal Rules for Civil Procedure (FRCP), industry regulations, privacy acts, evolving case law and freedom of information acts require that more and more e-mail be preserved for longer periods of time. Businesses need to control the growth and costs of storing messaging data, while also being able to respond efficiently and effectively to discovery actions.

The CommVault® Solution

Archive for IBM Lotus Domino Server Mailboxes helps control the data growth and infrastructure costs of Lotus Domino environments while reducing risks associated with legal discovery and non-compliance. CommVault® Archive software serves mailbox end-users, administrators, legal discovery and compliance teams, and maintains high-speed performance in the face of increasing data volumes.

Optimize Storage and Control Growth and Costs

In an attempt to control messaging growth, many organizations put limits on the size of mailboxes—a tactic which can backfire by encouraging the spread of local archive files in Lotus Domino environments on local disks across the company network. This is notoriously problematic, causing lost e-mail, impacting user productivity, burdening IT and often violating company policies on e-mail retention.

Archived messages are replaced by self-contained “stub” messages which retain key properties of the originals but at a fraction of the storage requirement. This storage savings improves IBM Lotus Domino server performance, lowers capacity management overhead, and can reduce or eliminate the need to buy more disk storage.

Additionally, with Single Instance Store (SIS), the lifecycle of physical storage is dramatically extended. The amount of total storage is reduced, improving Domino server performance and minimizing backup windows. Fewer server upgrades and backup tapes are required helping to improve bottom-line efficiencies. More data can be stored on less disk, simplifying search and discovery. Efficiency and security is further improved with data compression and encryption.

Seamless Access

CommVault Archive provides transparent archive of e-mail for end-users and administrators.

For end-users, this means a personal, yet infinite mailbox, accessible from the familiar Lotus Notes interface. End-users have the freedom to access, use and manage their own personal mailboxes.

Administrators use the central Unified Console to set global thresholds and policies governing when and how e-mail is archived. Administrators can also fine-tune thresholds and policies to an individual group of mailboxes, to align with business priorities. For example, define Storage Policies for executive mailboxes that use near-line archives for a longer period than for the rest of the organization. Policies are defined using the CommVault Unified Console, and do not require scripting.

Key Capabilities

► Control data growth—

Address common capacity management problems such as user quotas, Notes local archive file proliferation, and database growth. Reduce the time required to make backup copies by archiving old messages out of the primary backup set. Reduce the amount of disk and tape required to store backup copies. Reduce the time required to restore Lotus Domino Notes databases in Disaster Recovery scenarios.

► Scalable, high-performance Content Indexing option—

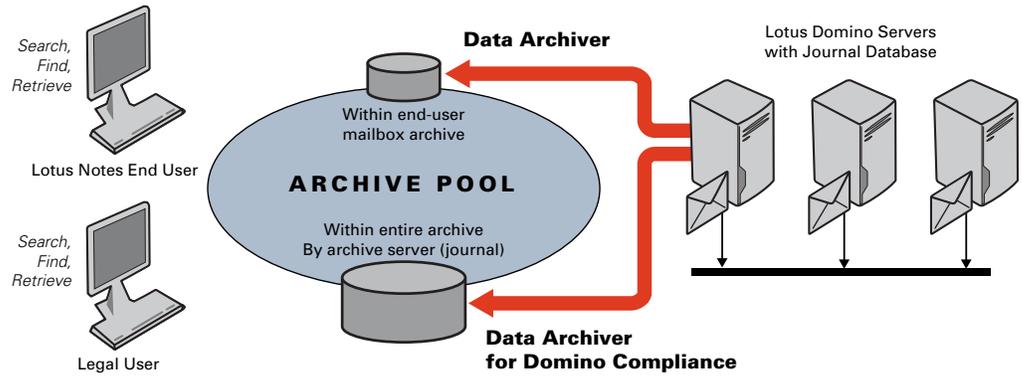
Combines all copies of indexed data (protection, migration & archive) into single, searchable archive. Within Lotus Notes, search on any word in e-mail messages and attachments when searching “To” and “From” is not enough. Work with millions of items and maintain fast and efficient content-level search. View and refine result-sets before beginning retrieval processes for maximum efficiency.

► Intuitive archive browse—

Navigate, find and select messages to retrieve with point-and-click browse of the archive.

► Archive to disk, secondary disk, Content Addressable Storage (CAS) and tape—

Actively-archive data to the media of choice, using single-stage or multi-stage archive policies. Enable fine-tuned archive control with Storage Policies that define retention periods and automatically move data from media to media; for example, store 90 days on disk for fast retrieval, then automatically move to any combination of secondary disk, tape or CAS for longer-term retention.



Manage Risk

Email growth can cause business risks that require management. CommVault Archive delivers the archive, find, search and retrieval capabilities necessary to meet the increasing demands on organizations for e-mail retention and retrieval. Storage Policies easily adapt to change, and automate policy enforcement. Furthermore, CommVault’s modular approach enables organizations to choose the level of e-mail preservation and retention that they need, and to change it easily over time, without being locked into a single methodology.

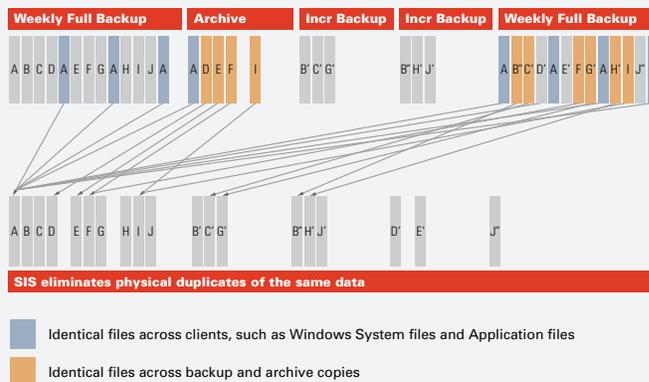
Data Archiver for Domino Mailbox works in conjunction with the message journaling feature to archive all incoming and outgoing messages and attachments. As incoming or outgoing messages pass through the Domino Server, they are instantly captured and recorded in the Domino Server Journal Mailbox. The Domino Mailbox Archiver

Agent can then archive the journal mailbox to secondary storage, where the messages will remain readily available for access and retrieval by authorized users. Once archived, all messages are protected from any editing or alteration.

CommVault flexibility includes the capability to search and retrieve all types of data—from e-mail to files to application data. Also, CommVault software enables the universal search and retrieval of all data copies—including archive and backup copies. The capability to manage archive data—along with backup data is becoming more important as courts begin to look at all Electronically Stored Information (ESI) for discovery.

CommVault software uniquely provides capabilities for search and retrieval across all data types and data copies with our Singular Information Management™ software suite which mitigates risk, exposure and policy violations for your organization.

CommVault® Single Instance Store (SIS) Capability



duplicates can be matched and eliminated across data sets, applications, clients and OS platforms, maximizing compression benefits. As new backup and archive copies are made, the compression ratio continuously improves as the number of duplicate files avoided continues to increase. As shown in the figure, the SIS capability is especially helpful for:

- Eliminating duplicate files across backup cycles
- Eliminating duplicate files across backup and archive copies
- Consolidating tape copies of data to SIS disk copies for search and discovery

► To expand on the benefits of disk-based data management, Single Instance Store (SIS) eliminates duplicate copies of files and attachments found in backups and archives stored on disk. SIS does this by comparing the contents of files to find duplicates; matches are not affected by any differences in file names, properties or attributes. This method ensures that exact digital

SIS capabilities can apply to primary backup and archive copies of data, as well as to secondary copies created by Storage Policies. As logical copies of data are aged and pruned, reference links to the single physical copy are eliminated until none remain, after which the physical copy is also removed.

Key Features and Benefits

Features

Benefits

Content Indexing capability available

Drive higher efficiencies with universal search and discovery by any word in the e-mail or within attachments, as well as backup and production data copies. Search both online and offline data. 77 languages and 370 data types are supported for content search.

Comprehensive archive search

Search meta-data index to find and retrieve messages from the archive from a user-friendly web interface. Add Content Indexing for comprehensive indexing of complete content for searches based on any word.

Find message capability

Search the archived data for any messages that match the pattern used in the search. This search capability can also be enhanced with Content Indexing, which allows searching on the contents of the archived messages and attachments in addition to the subject and name parameters.

User group roles to define span of search

Administrators can define multiple user groups with specific search capabilities to allow for different levels of authority and desired levels of access.

Cross-mailbox search

Search on dates, header fields, full text, Boolean phrases and patterns, across mailboxes.

Preview the results of a search before retrieve

Gives administrators the option to narrow a search set and reduce the number of items that will be retrieved, before the retrieve process begins to save time on critical legal discovery search demands and retrieval jobs, which can span millions of objects.

Search filters

Enable folder-name exclusion filters and special start/stop data range filters to selectively archive time ranges of messages from legacy mailboxes when running archiving jobs against previously un-archived data.

Browse View of data for administrators

Administrators can quickly & easily retrieve data from a browse view for efficient mailbox management.

Intelligent “stubs” with exact meta-data location of the archived message

The stub includes the message header information and the CommVault meta-data location of the message data, allowing movement from location to location, including across volumes, and will still retrieve the appropriate file content from the archive when an end-user opens the e-mail message. For the Notes user, stub recall and web search is available. Other offerings insert links, which break when stubs are moved.

Create ArchiveSets and manage Domino mailbox

Improve flexibility with the ability to use more than one set of policy rules. The Domino Mailbox Archiver Agent supports user-defined archive sets to provide additional flexibility in grouping client data, workload balancing and scheduling.

Data Verification options

Use periodic Data Verification checks to ensure that data is archived coherently and is retrievable.

Seamless integration with tamperproof storage media

Multiple safeguards to ensure non-alteration of data with WORM media for litigation support.

Mixed storage device active-archive

Unique capability to manage archive to a mix of tape, disk, content addressable storage (CAS), and optical.

Multi-tier active-archive

Unique capability to enable an archived message to move across a mix of storage devices, automated by policy to comply with short-, mid- and long-term retention periods. Preserves single-step retrieval for end-users.

Active monitoring alerts

Check journal mailbox feed rates to help optimize archiving schedules.

Direct-to-tape active-archive

Unique capability to archive directly to tape in a journaled e-mail archive model, to enable long-term retention on tape right from the archive.

Overwrite or skip existing items on a retrieve

Speeds restore of item collections, when only partial folders need to be retrieved.

Retrieve direct to local archive file or to a specific mailbox (private folder)

Enables organizations to conduct multiple discovery-related searches and concentrate all the results into a common location for easy delivery to a legal team.

Cross-server and cross-mailbox retrieve options

Extend retrieve to compliance review folders, user-defined folders, or direct to local archive files, to enable legal discovery review and other review of retrieve results.

Point-and-click, comprehensive reporting

Easily report on all archive and retrieve jobs for compliance audits.

Key Features and Benefits (continued)

Features	Benefits
Maintain chain of custody	Uses message timestamps, audit trails, and message ID's to ensure a defensible archival process.
Collect, index and archive e-mail message copies with tight Domino integration	Capture methods include Domino message journaling and SMTP gateway. Journaling ensures that a copy of every e-mail routed through the Domino server is captured and preserved.
Stub or delete	Once messages have been archived, they can be stubbed or deleted to reduce storage requirements. SIS further reduces the physical storage required while maintaining transparency to the end-users.
Message-level journaling	Ensures that every message that goes through an Domino server can be captured, secured, indexed, easily found and efficiently retrieved, using the journaling method of choice in case of litigation.
Advanced Restore/Recover/Retrieve capability available	Option will skip errors and continue, and will ignore media errors and continue the restore/recover/retrieve without going into pending mode.
Data Classification capability available	Help set up your ArchiveSet with automated policies.

Single Instance Store (SIS) Key Features and Benefits

Features	Benefits
Removes Duplicate Files from Backup and Archive Copies	Finds and removes duplicate files to reduce the amount of physical disk space required to store the same amount of logical data. Increases the amount of data that can be held in short-term retention on disk, enabling faster recovery and search access using less disk.
Support for Any Disk Hardware	Use with existing disk to gain immediate SIS benefits with no changes to the hardware infrastructure. Easily migrate SIS copies to new disk technologies, and combine use of disk from multiple vendors. Use DAS, NAS, SAN and other storage architectures according to business requirements and gain immediate SIS benefits.
Supported with Compression and Encryption	Combine use of SIS with data compression and encryption to further collapse and secure data as it is sent on networks and written to disk. Unlike de-duplication which prohibits use of compression and encryption, CommVault SIS enables this use to provide maximum benefits.
Available On-Demand for Any Backup or Archive Data Copy	Can be applied at the time that the initial backup or archive operation occurs, or can be applied after that to existing data copies. This enables older data copies made with previous versions of CommVault software to benefit from SIS capabilities, such as when older copies may be copied to disk for search or staging.
Fast Restore	Preserves fast restore of individual files from disk, as compared to de-duplication technologies which must first rebuild file images from blocks.
Supported with De-Duplication	Enables SIS copies to be written to de-duplication appliances, such as the NetApp A-SIS device. The combination of removing file duplicates with SIS and removing block duplicates from across files with de-duplication provides the best net reduction in disk space requirements.

Additional Solutions for Lotus Notes*

CommVault offers a *Singular* suite of data management software built on the same software platform so that all capabilities work together. This makes it easy to add capabilities when and how you need them. For Lotus Notes systems, consider adding:

► **CommVault Galaxy® Backup & Recovery**

Protect data and ensure granular, object-level restore
Enable disaster recovery of databases and systems
Search and retrieve backup copies along with archive copies, to meet expanding FRCP requirements that specify backup discovery

► **Continuous Data Replicator (CDR)**

Reduce the size of the data that needs to be replicated with CDR, by adding Archive Management at the remote sites
Stubs are not “broken” by replication, but maintain capability to retrieve the data remotely

► **Resource Management**

Monitor and manage the amount of primary disk space being consumed by Exchange, to identify where Archive Management can help the most
Monitor and manage the amount of disk space being consumed by archives, backup copies and replication copies
Track and prove Archive Management ROI

► **Vault Tracker™ Software**

Automate the rotation and tracking of removable media such as tapes
More easily manage archive-to-tape scenarios
Meet long-term retention with off-site requirements directly from the archive

*CommVault Archive solutions enable enterprise-wide storage management and e-discovery with solutions for email, collaboration, file system and Network Attached Storage (NAS) data. With built-in tiered storage and multi-platform support including: Microsoft Exchange, Lotus Notes, and Microsoft SharePoint data, comprehensive archive is simplified. For more information, refer to the CommVault website at http://www.commvault.com/archive_management.asp.

System Requirements

Lotus Domino Server	6.5.5, 6.5.6, 7.0.1, 7.0.2
Operating Systems	Windows 2000, Windows Server 2003 Standard and Enterprise 32-bit Edition
Single Instance Store Copies	Windows and UNIX Media Agents
SIS Supported Backup Copies	Mac File System, Microsoft DPM, Microsoft Exchange Mailbox, Microsoft SharePoint Documents, Microsoft Windows File System, OES File system, ProxyHost, UNIX File System
SIS Supported Archive Copies	Domino Mailbox, Microsoft Exchange Compliance, Microsoft Exchange Mailbox/Public Folder, UNIX File System, Microsoft Windows File System, NAS Files, Microsoft SharePoint

Note: System Requirements are subject to change. For up-to-date System Requirements, please refer to product documentation on the CommVault website at <http://www.commvault.com>

SIMPANA™ software suite

CommVault's Simpana™ suite of Data Protection, Archive, Replication, Resource Management and Search software is designed to work together seamlessly from the ground up, sharing a single code and common function set. This exclusive single-platform architecture enables unparalleled software efficiency, performance and reliability for unprecedented control over data growth, costs and risk.

www.commvault.com ■ 888.746.3849 ■ E-mail: info@commvault.com

CommVault Worldwide Headquarters ■ 2 Crescent Place ■ Oceanport, NJ 07757 ■ 888-746-3849 ■ Fax: 732-870-4525

CommVault Regional Offices: United States ■ Europe ■ Middle East & Africa ■ Asia-Pacific ■ Mexico & Latin America ■ Canada ■ India ■ Oceania

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