



Smarsh gives your company the tools and support to manage your email with peace of mind.

Providing secure & reliable email management solutions for:

- ▶ *Litigation Readiness*
- ▶ *Mail Server Data Management*
- ▶ *Regulatory Compliance*
- ▶ *Profiling Efficiency*
- ▶ *Legal Holds*
- ▶ *Data Leak Prevention*
- ▶ *End-user Productivity*

Our service captures every email (and attachment) that enters or leaves your organization, preserving them all in evidentiary-quality form in a central repository. Messages are retained for the amount of time dictated by your company's retention policy (or any active legal holds). The messages are scanned, classified according to the results, and indexed.

Using the Web-based Smarsh management console, you can search your archive, retrieve the messages that fit your criteria and produce these emails in the form you want, when you want.

With robust search capabilities, sophisticated message (and attachment) review and classification functionality, Smarsh will help your organization create efficiency and productivity while identifying and managing risk.

Sifting through back-up tapes or trawling hard copies of emails is a nightmare scenario for your staff. With the Smarsh email management solution, your organization has on-demand access to all old and deleted emails, the ability to search for specific threads and restore emails efficiently.

Service Highlights

- Mission critical data (as specified by your corporate retention policies) is **always readily accessible** via the Web.
- **Scan every single email** as it leaves or enters your organization OR after it has entered the archive.
- Search based on an **unlimited number of email addresses** per employee.
- **Keyword/phrase searches** can be run based on every field (or Boolean combination) associated with an email.
- Review **random samples**.
- **Track chains of emails** from multiple individuals using customized criteria.
- **Assign custom classifications** (case numbers, matter number, legal hold) to individual messages.
- **Assign levels of message review permission** to individuals or dynamic groups, creating a hierarchical structure that matches your organizational review policy.
- Save search criteria. **Automate review policy** with regularly-scheduled saved searches.
- **An Audit trail** documents every administrator session within the management console as well as any actions taken on each specific message.
- Run **customized reports** of audit history and message review.
- **Produce** as many messages as necessary, in original form, **on demand**. Securely download to your PC or burn to a CD/DVD.
- Easy viewing options provided with **intuitive user interface**.



The Managed Service Model



Smarsh delivers via the software-as-a-service (SaaS) model, meaning that all of your company's data will be stored in Smarsh's redundant and secure data centers. That means no more worrying about hardware costs or software upgrades to manage your organization's ballooning email storage. Meanwhile, you have real-time access to the data via the Web.

The word "service" is front and center in the model's name for a reason.

The Smarsh team of development engineers will lead your company through the implementation process, customizing our services to give your organization the efficiency that suits it (In days, not months). Our support staff is available around the clock, and your relationship with Smarsh is serviced by the same architects of our revolutionary and proprietary software and services.

Advantages of a Managed Service Solution

- Many companies are finding that **in-house solutions have not scaled**. As organizations grow, keeping up with the enormous amounts of data in emails and attachments and keeping search and retrieval time down creates massive strain on resources.
- **Upfront hardware and software costs are eliminated**, and upgrades and product enhancements are automatic and included as part of Smarsh's managed service. In addition, Smarsh's email archiving application and management console Web interface are proprietary, meaning that technical support comes from those who built the system.
- The use of multiple, mirrored data centers and data security safeguards ensure that **all required data is being preserved** and available.
- **Internal IT personnel can refocus** on core competencies rather than wasting time and energy on archiving-related issues like storage, software, database management and server maintenance.
- Smarsh email management solutions **can integrate with any messaging platform** (Microsoft Exchange, Lotus, Novell, for example). With over 6,000 clients, Smarsh has encountered a variety of system integration scenarios and the company's integration team manages the deployment process.
- Smarsh's necessary storage, database and indexing expertise ensure **optimal search and retrieve times**, even as your archive grows.