Archiving Decision Tree

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Which archiving solution best fits your requirements?

Using the interactive buttons, answer the following questions to find out...

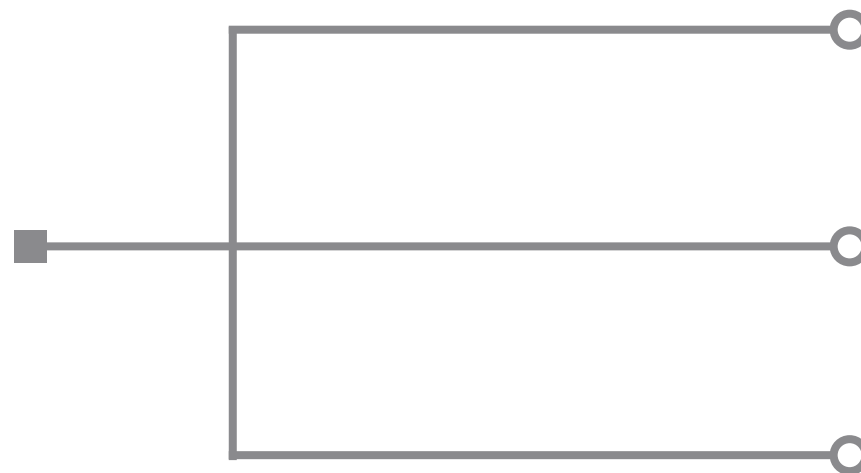**What do you want to archive?**

If you want to archive email

Archiving can reduce storage requirements and enable compliance or discovery.

Barracuda have a number of solutions for organizations looking to reduce their email storage requirements, retain and retrieve all email communication, adhere to compliance regulations or enable search and discovery.

Why do you want to archive?

If you want to archive files

We recommend ArchiveOne Files

Managing the growing demands for capacity, compliance and discovery is a challenge faced by every organization.

Storing files securely, ensuring they meet compliance requirements and are available for search and retrieval is best met by a dedicated archiving solution.

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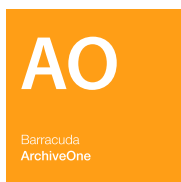**ArchiveOne**

Barracuda **ArchiveOne Files**

provides a powerful and reliable archiving and management solution that makes it easy to manage data no matter where it resides, enabling central control over files, documents and other important data.

If you want to archive both email and files

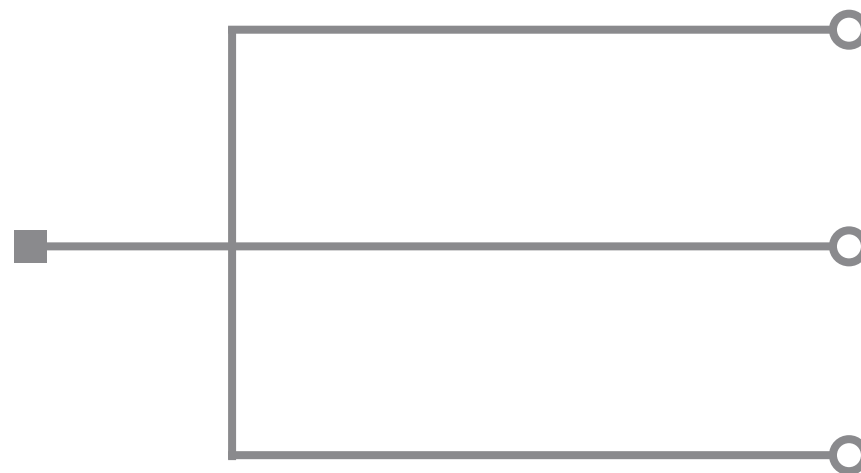*... start with ArchiveOne Files*

ArchiveOne Files provides a powerful and reliable archiving and management solution that enables central control over files, documents and other data.

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Now find find a complementary email archiving solution →

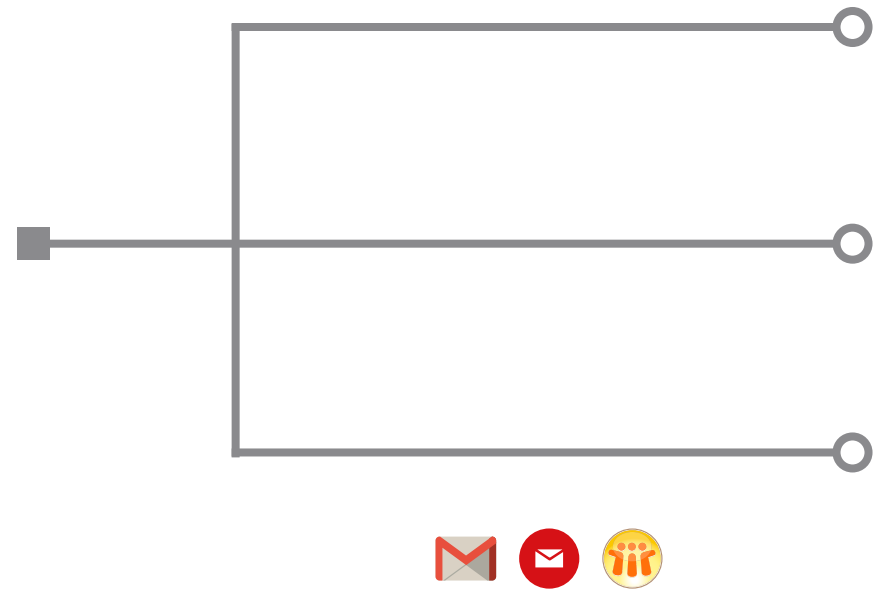## What is your key business requirement?

If you want to address capacity

Managing capacity saves your organization space, time and money.

With email storage requirements increasing by an average of 30% each year, capacity management - the original driver for email archiving, is still very much a key issue.

As the volume of data increases, simple operations such as retrieval, search, index and backup take longer, use more resources and become more expensive.

Which email server are you using?

If you want to enable compliance

What information should you archive?

The challenge with managing compliance for email is enforcing both retention and deletion as required, and achieving a balance of saving only what is needed, and only for the time that it needs to be saved.

Whether you are looking for journal archiving capabilities which save every incoming and outgoing email, or a more detailed policy-based approach that enables you to archive and retain data selectively, Barracuda archiving solutions can help.
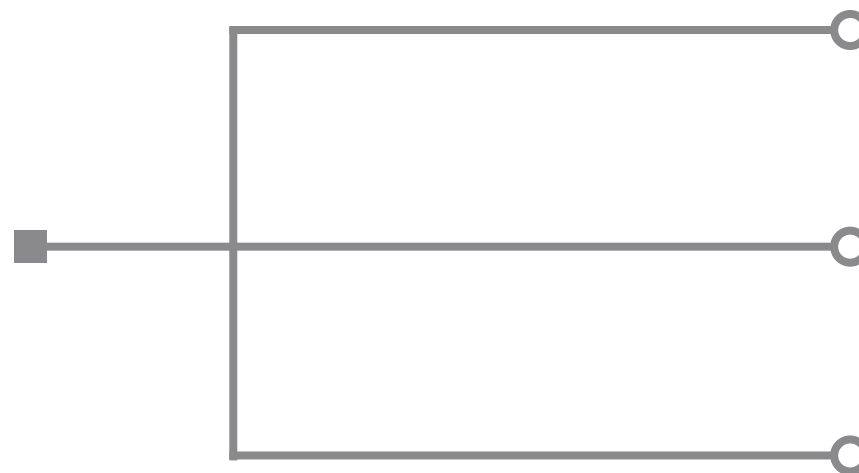
Which email server are you using?

If capacity and compliance are key drivers

Balancing capacity and compliance

Many organizations choose to keep a copy of all incoming and outgoing emails for a secure, auditable record of all email activity in its original form. But do you need to archive every single email for every user and how long should you keep them? Balancing compliance needs with available capacity isn't easy.

Barracuda offer a number of flexible email management solutions that can securely capture and store email for some or all users to enable you to enforce compliance AND manage capacity.

Which email server are you using?

If you are using Microsoft Exchange

How you archive can make all the difference

If capacity management is your main objective, multiple policies and mailbox management will provide a more flexible solution by allowing you to be selective on what you archive and for how long.

If you are looking for a secure, auditable record of all email activity for compliance purposes, a journal archive which keeps a copy of every incoming and outgoing email is recommended. Storage can also be reduced by Exchange stubbing and deduplication, but this simple 'save everything' approach with a single archiving policy is most effective when used for meeting compliance requirements.

Barracuda offer a number of solutions that will securely capture and store email for some or all users to enforce compliance and manage capacity.

Do you want a single save everything policy or multiple policies with more flexible options?

If you are using Office 365

We recommend Message Archiver

Office 365 with its almost unlimited storage capacity addresses many of the typical issues of storing, retaining and accessing email.

However, the baseline compliance and discovery functionality provided may not be adequate for organizations adhering to specific regulatory requirements.

If you are moving or have already migrated to Office 365, have you dealt with your legacy PST data? Barracuda's archiving solutions also include PST management tools.

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Message Archiver

Barracuda **Message Archiver**

enhances user productivity and reduces cost and risk by simplifying user access, email management, eDiscovery and compliance.

It segregates compliance data from operational data by keeping it in a separate, secure environment, giving you complete control, ownership, and access for retrieval, search and discovery at all times.

If you are using Google, Lotus, Groupwise or other SMTP or POP solutions

We recommend Message Archiver

Whether you are using a cloud-based email application like Gmail with almost unlimited storage capacity, or another email application such as Lotus or Groupwise, the compliance and discovery functionality provided in these applications may not be adequate for organizations adhering to specific regulatory requirements.

Message Archiver offers an all-in-one, cloud-connected journal archiving appliance that provides an auditable record of all incoming and outgoing emails.

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![Barracuda logo]

If you want a single "save everything" policy

Do you have legacy email data stored in PST files that could compromise compliance and discovery?

A problem for IT administrators for years, end users use PST files to store email data locally. These files are an unreliable and insecure data format which often fall outside corporate backup and compliance processes.

Left unmanaged, they represent an ongoing risk to your business as well as a significant drain on support resources. Barracuda solutions can help you manage these problem files.

Do you have PST Files in your organization?

For a flexible policy-driven solution

We recommend ArchiveOne

Keeping ownership and control over all your business email communications, documents and other unstructured data is a constant challenge for many organizations.

ArchiveOne offers a single solution that manages capacity, ensures compliance and enables discovery of all your data wherever it exists, whether live, archived or within PST files.

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ArchiveOne

Barracuda **ArchiveOne**

Provides granular policies for selective email and quota management. Allowing both mailbox and journal archiving, it gives you ownership and control over all your email data.

ArchiveOne makes it easy to manage capacity, comply with retention policies and discover relevant information no matter where it resides across your network.

If you have PST Files in your organization

Are your PST files under control?

Many companies are unaware of how big their PST problem is. We have found the average is 3 PST files per active mailbox, ranging from a couple of Megabytes up to many Gigabytes. A typical PST file may contain 10,000 individual messages with attachments which is normally around 1GB of data.

But the amount of storage required is not the only problem. Locating the PST files – particularly those uncoupled or detached from the Outlook profile is an issue. PST Files can be scattered far and wide across your organization's network on laptops, desktops, network servers and even removable devices.

Do you know how many PST Files you have and where they are located?

If you don't have a problem with PST files

We recommend Message Archiver

Accessing, storing and retaining email for long periods of time are key needs of many organizations but are often quite challenging for IT.

Barracuda's Message Archiver offers an all-in-one, cloud-integrated message archiving appliance with a choice of deployment configurations including on-premises appliance, virtual appliance, Azure and vCloud Air.

Whichever configuration you choose, Message Archiver offers a simple, affordable plug and play solution.

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Message Archiver

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enhances user productivity and reduces cost and risk by simplifying email management, offering enhanced mobile user access and streamlining eDiscovery and compliance.

PSTs can be uploaded directly into Message Archiver by administrators, end-users, or the automated PST Collector.

If PST files are a significant problem

We recommend Message Archiver with PST Enterprise

Accessing, storing and retaining email for long periods of time are key needs of many organizations but are often quite challenging for IT.

Barracuda's Message Archiver offers an all-in-one, cloud-integrated message archiving appliance with a choice of deployment configurations including onpremises appliance, virtual appliance, Azure and vCloud Air.

PST Enterprise is an add-on option which provides advanced capabilities for IT Administrators to discover and manage PST files throughout their organization, enabling them to eliminate the risks associated with these problem files.

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Message Archiver

PST

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PST Enterprise

Message Archiver enhances user productivity and reduces cost and risk by simplifying email management, offering enhanced mobile user access and streamlining eDiscovery and compliance.

By combining Message Archiver with PST Enterprise, you have a complete compliance archiving and PST management solution.