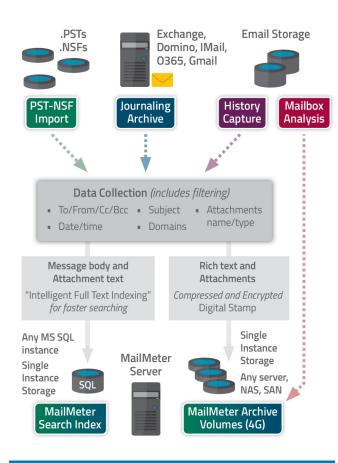
#### Easiest Capture & Searching Archive Solution

## **Email Archiving with MailMeter Archive**

Email Archiving is a best practice for every organization because business transactions, approvals and communications exist nowhere else but in email.



"Waterford Technologies has extended the archiving paradigm... improve email management and enterprise intelligence, enforce greater compliance ...and reduce the risks associated with improper email use."

Osterman Research

# MailMeter provides greater value to your email assets.

MailMeter Archive is a comprehensive, easy to use, affordable and robust email archiving solution that captures and pre-indexes incoming, outgoing and internal company email in real-time to provide a complete, unalterable and secure email archive for both compliance and mailbox management.

You can search and retrieve email records quickly and easily for internal or regulatory audits.

### MailMeter Archive can capture messages in **FOUR WAYS**:

- **1. History Capture** import messages from your existing email server (Exchange or Domino)
- 2. **PST Import** import messages from any PST
- **3. Compliance** capture messages from the standard journaling facility in your email server
- **4. Attachments only** to shrink message size















#### **MailMeter Solutions**

#### **Historical Capture**

- » MailMeter reduces your email storage requirements dramatically by "stubbing" attachments (removing them from messages and replacing them with shortcuts) without sacrificing your ability to access them.
- » Mailboxes never reach capacity, by archiving old mail from mailboxes into an archive and giving users My MailMeter, Individual Search and Retrieval, to search the archive from a browser or Outlook Add-in.
- » Once installed, MailMeter is pointed at the email system & does a history capture of old email on current mailboxes. MailMeter then captures all email thereafter as hits the Exchange/Domino box & seamlessly copies it into the archive with users accessing historic email via our easy to use portal.
- » MailMeter Archive is a software application that runs on a Windows Server, physical or virtual. It collects all email from the standard journaling interface on your email server. We support the ability to capture messages from the existing mailboxes through history capture and the import of personal archive files, PSTs and NSFs.

#### **Email Storage Management**

Every email does not have to be stored on your email server; which can slow server performance, increase backup times and impact productivity of all users. MailMeter stores messages outside of the email server in a secured, compressed and encrypted format. My MailMeter gives users ability to search the archive for any email they ever sent or received.

#### eDiscovery, Legal Investigations and Litigation

Almost every business has been involved in a lawsuit, settlement or internal investigation that involves email records being searched. MailMeter Investigate dramatically reduces the cost of legal eDiscovery and internal investigations.

#### **Emails Live Forever**

They may be forwarded to unknown recipients and stored without your knowledge. In a lawsuit, you are at a severe disadvantage if the opposing party has your email records and you do not. With MailMeter Investigate, your corporate attorney can find everything they are looking for in a fraction of the time that it would take to manually read through mailboxes and restore backup tapes. This can give your organization the upper hand in any litigation, settlement or employee investigation with fast, confidential access to all email data.

#### **Monitoring and Reporting**

MailMeter Insight fully leverages the rich database of business intelligence in email with extensive drill-down reports to improve overall business management, knowledge transfer, and user productivity. You will have unheard of visibility into activity, trends and your organization as a whole, or at an individual level.

## You'll Benefit with MailMeter Archive

- Secure archive of email records
- Fast, confidential investigations and resolution
- Have confidence knowing that you have accurate proof of existence or non-existence of email
- Best Practices to assist management with making better decisions based on email patterns - internal and external
- Protect your company from disseminating offensive or damaging information
- Provide quick analysis of potentially harmful behavior of employees
- Provide employee feedback in performance reviews
- Schedule reports and automatically send them to specified managers on a weekly basis
- Make better management decisions based on email patterns – internal and external





Waterford Technologies provides cost effective software solutions for email and file management to organizations worldwide.



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