



## The all-in-one email management tool

Simple, Powerful, Compliant

Ontrack® Email 365™ is an Office 365 utility for email mailbox migration, archiving, powerful search and ediscovery collection. This Office 365 email tool brings the power of search, migration, archiving and ediscovery together in one product, making self-service possible for businesses. Helping to reduce time and cost, Ontrack Email365 is the perfect solution for your email management needs.

### Ontrack® Email365™ benefits:

- Search faster – Use powerful search capabilities within email messages and attachments across the Office365 environment. Searching for text within attachments is enhanced over standard Office 365 search capabilities.
- Quick and easy creation of new PST files to copy Office 365 email messages. Copy the results of searches directly to a PST file or select entire mailboxes.
- Selective migration – Migrate individual email messages or entire mailboxes to Office 365 from legacy Exchange servers. Exchange Information Stores (EDB) files can be opened off-line and searches or entire mailboxes copied to Office 365.
- Archive ex-employee mailboxes to PST files for safekeeping by HR and / or Compliance teams.
- Simple Backup – Backup mailboxes each month by creating powerful scripts through the user interface. These backups are critically important to safeguard against ransomware attacks, accidental deletions or cloud provider outages.



Ontrack Email365 will dramatically cut the time and expense needed to fulfill complex email management tasks.

## Ediscovery:

Email dominates communication in today's business environment. As a computer-based system, it has made this communication medium into a formal record, often containing vital pieces of information that may assist a company in tracking key events, employee behavior, and information exchanges. As electronically stored information (ESI), email messages can be valid legal documents and are governed by a variety of regulations and statutes requiring email retention. When situations of litigation arise, IT administrators are tasked with identifying, preserving, and collecting potentially relevant metadata from live environments, as well as backups, with minimal disruption and resources.

The first steps of the data management strategy are to identify where data is stored and to understand the cost and effort involved in collecting and producing data in response to a litigation or regulatory matter. It is imperative that companies have a consistent and defensible preservation and collection process. The failure of adequately retaining and producing email records have cost companies millions of dollars, demonstrating the importance of having the right data collections tool.

Example Scenario:

- An IT manager for a large corporation has been asked to collect current and legacy email data for several employees to be used in pending litigation. They have been informed that a competitor will be suing them for possible patent infringement. Legal has given the IT team two days to collect email from users who may be involved along with a list of keywords to search for – the IT team needed a cost-effective, efficient solution that was able to collect current email data from Office 365 and also search offline Exchange Information Stores (EDB) files. The keywords also need to be searched within the attachments of the emails.

The Solution:

- Ontrack Email365 can be used to search both Office 365 and legacy EDB files including attachments. Results can be exported to a single PST file and copies of key employees' mailboxes can be copied in their entirety. No impact is made to daily backups. Identify all of the email for an individual requesting to be forgotten for GDPR compliance. Quickly identify and collect relevant information for litigation or regulatory requests

## Use cases and benefits:

- Migrate your remaining on premises mailboxes to the cloud to join the rest of the company mailboxes from the initial migration
- Identify all of the email for an individual requesting to be forgotten for GDPR compliance
- Quickly identify and collect relevant information for litigation or regulatory requests
- Search for ex-employee data and archive to PSTs to save on cloud hosting costs