

# Registered post

E-mails often have to be kept, but no-one wants yesterday's news filling up their mailbox. Archive One Capacity puts your post in its place

BY KAY EW BANK, CONSULTANT EDITOR

As if we haven't got enough of them already, the number of corporate e-mails we churn out is increasing by between 35 and 50 per cent each year. How can we store all these messages reliably? C2C Systems' Archive One Capacity is an archiving system for use with Exchange Server. It provides a way to remove e-mails from information stores while retaining them for later use – not gone, just further away.

Archive One consists of two components: a service that runs on Windows servers or workstations, and an administrative program that works on any Windows-based PC that you use to configure the service. Each Archive One service is associated with either one Exchange server or one site/admin group.

The product works by enabling an additional Exchange server to act as an e-mail repository, so that archived messages are moved to a secure public folder on this archive server. You can choose to have the messages still visible to your users and when they want to view an archived message, it's retrieved from the backup store for them to use as normal. These messages are referred to as 'ghost messages', and are visible within the e-mail clients of your users in their original location on the users'

mailboxes. Ghost messages look similar to normal messages, but occupy only a fraction of the space – essentially, they're pointers to the archived message. When the user clicks on the ghost message, the preview pane works as normal, but if they want to see the entire message it is automatically retrieved from the archive without them really being aware that anything different is happening.

## Going public

Alternatively, you can set up Archive One so that archived messages are not displayed as ghosts, and users who want to retrieve archived messages open the public folder within the archive as a normal public folder, and retrieve the messages from there.

Normally, many mailboxes will be archived in this archive public folder, but users will only have access to their own folder, so there's no danger of users viewing each other's message stores. You can also change the permissions on the archive, so that only administrators can retrieve archived messages, for example. This facility would typically be used for messages being stored for legal purposes. For example, showing that no user can access the archive without administrator assistance would prove that none of the messages stored there could have been tampered with.

When items are moved or copied into the archive, Archive One maintains the folder hierarchy of the original mailbox, so when you examine the archive, you'll see a folder for the entire mailbox, and within that, a replica of the hierarchy as seen on the original mailbox. This is a great advantage when you have to retrieve items from the archive.

By itself, Archive One does not change the size of any attachments – they're just moved from the main message store to an archive. C2C does sell other software that will automatically zip and unzip e-mail attachments. Archive One can be easily integrated with either the MaX Compression Client or MaX Compression Server. The client version runs on the user's PC, and automatically zips and unzips attachments in Outlook. The server version, as the name suggests, runs on the server and can be used to zip attachments found in public folders and mailboxes.

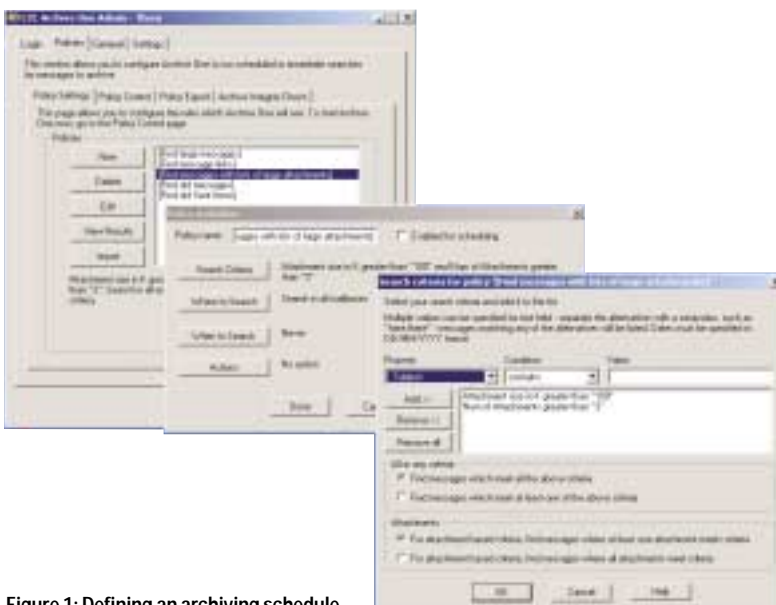


Figure 1: Defining an archiving schedule

One problem with any archiving software is when to run the archive. Archive One offers a good range of options so you should be able to use the software without compromising the normal running of your operation. You can schedule your archiving policy so that messages will be archived at a specific time each day, week, or month. Your choices for when to search are defined in a schedule with options such as every day, on selected days, on selected weeks, or on a specified date (**Figure 1**). You can choose what time by specifying a particular time, or every x hours, starting at time y and finishing at time z.

Of course, not everyone will have the same archiving needs, and you can define multiple archiving policies, and choose which one should be applied for a particular user or group of users defined using Exchange's distribution lists. You also have the option of moving entire messages, based on criteria including attachments to the messages, so

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you might set up a rule that archives e-mails with more than three attachments from users' Sent folders when the size of any of the attachments is larger than 100Kb (**Figure 2**).

The rules for deciding what's left in the main message store and what's to be archived are defined using policy rule sets. You define these by specifying what type of information should be considered for archive; where you're looking; when to look; and what you want to do with matched information.

Your choices for specifying what should be considered for archive include the type of attachment, the size, and the date last modified, and you can set a combination of criteria. You can also specify where to look for suitable archiving candidates – in the mailboxes of a distribution group, an individual mailbox, or in specific folders such as Sent.

Whether defining your own policies or modifying existing ones, you first choose a property from the list of around 50. You then pick a condition (greater than, equal to, less than), and finally enter a value. The properties are grouped into various criteria – messages, attachments, folders, mailboxes, appointments, tasks, and 'other'. Message criteria include subject,

To, Created, and BCC. Attachment criteria include the filename, size, date, and number of attachments. Folder criteria are the name, type, and path. Mailbox criteria let you choose from the name, the size, and the size of a percentage of the warning limit, send limit, and receive limits, as well as the total number of items. You can select appointments on the busy status, duration, start and end dates, or whether they are recurring. Tasks are similar, but include the task status and whether they are completed. The 'other' settings are mainly to do with the priority, sensitivity, and importance settings of the messages.

The final choice you have is what should happen when a candidate for archiving is found. You get to move, copy or delete the item, or add it to a review list. If you opt to delete the item, it really is deleted, not just moved to the user's Deleted items folder.

### Ready to roll

I tried Archive One under Windows 2000 and 2003, Active Directory, and Exchange Server 2000 (it should also fully support Exchange 2003).

The software installed easily, and interfaced without problems with my existing system, and I was able to begin archiving information straight away. Default versions are available for several policies, and can either be used 'as is' or modified for your own settings. For example, the policy for 'messages with lots of large attachments' looked for messages with more than three attachments greater than 100Kb.

Trial software is available on the C2C web site. The trial version has some limitations (for example, it will only archive five mailboxes), but it's enough for you to get a feel for the software. <

### System requirements

You can deploy the software to a single workstation or server that has good network connectivity to the Exchange server to be archived. The workstation should be running either NT, Windows 2000 or Windows 2003 with at least 128Mb of RAM. You don't need large disk drive capacity.

### Contact

E-mail: [info@re-soft.com](mailto:info@re-soft.com)  
Web: [www.re-soft.com](http://www.re-soft.com)  
Tel: 203 972 8462

### Evaluation

Web: [www.re-soft.com/evalarchive1.htm](http://www.re-soft.com/evalarchive1.htm)

### Cost

Archive One Capacity is priced on the number of Exchange sites or administrative groups, plus the number of users that need to be archived. A sample price for a single Exchange site and 500 users is \$11,555

### Bottom line

**Pros** Easy to set up and use, and the ghost message facility hides the process from users.  
**Cons** The lack of in-built compression means you're not actually reducing your storage requirements, though C2C points out that the reduction of the mailboxes on the users' mailbox server leads to a more efficient Exchange system for backups, restores and even meeting SLAs.

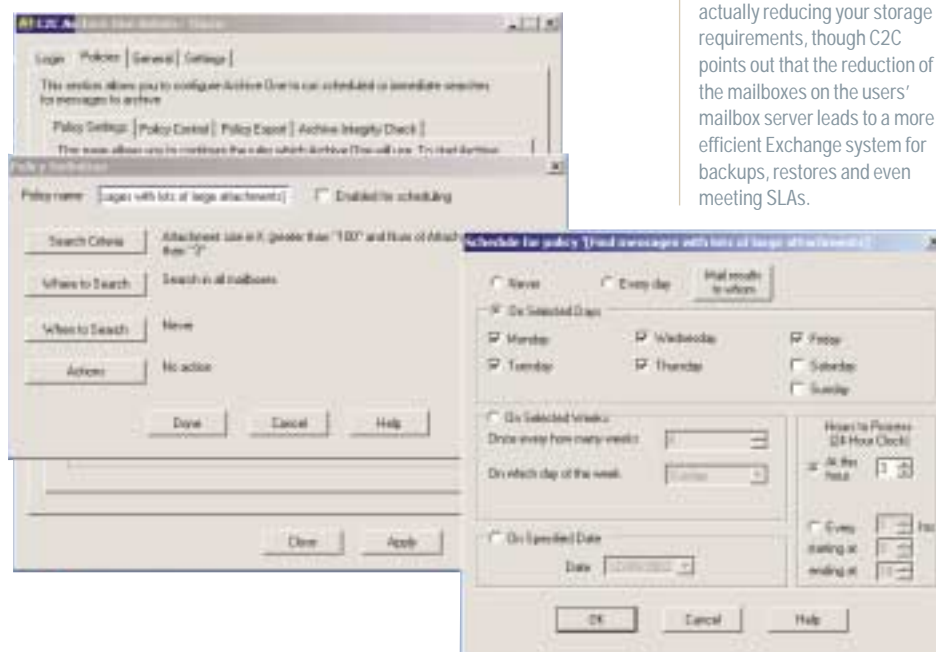


Figure 2: You can define multiple archiving policies to cater for different archiving needs