

Mimosa NearPoint Retention Classification Application (RCA)

Archiving/Storage Management

eDiscovery

Recovery

Classify and Tag Archived Content to Decrease Cost of Storage and Expedite eDiscovery

As the volume of user-generated content such as email continues to increase exponentially, so too does the challenge of efficiently managing that content for user access, retention and disposition, and eDiscovery. The growing volume of content burdens Tier 1 storage environments and production systems. This drives up costs, both in terms of storage and eDiscovery. Additionally, end users find it difficult to manage their inboxes, even with capabilities like drag-and-drop into centrally managed folders. As ESG analyst Brian Babineau points out in the October 2008 report *Data Classification: Making Information Useful*, "Rather than constantly moving and copying after [content] is created—processes that burden employees to the extent that they typically neglect to do it—content classification could analyze information for keywords and then group data based on a pre-defined taxonomy."

In order to stem the tide of eDiscovery, better manage compliance, and optimize storage costs, organizations desperately want to institute more granular retention policies. However, effective classification of high-volume, user-generated content has been non-existent. As a result, organizations:

- Are unable to classify content based on business rules, leaving end-users to tackle the time-consuming process of manually classifying content, often in an inconsistent manner.
- Cannot differentiate business-related content from non-business-related content, instead retaining all content for as long as possible, leading to higher storage costs.
- Have to search and review more content for legal matters, leading to higher eDiscovery costs.

NearPoint Retention Classification Application

Mimosa NearPoint RCA provides the ability to intelligently and automatically classify and tag archived content. With RCA, it is possible to either reduce or completely eliminate the need for manual end-user classification of user-generated content. Instead, organizations can set business rules that look for specific information with emails, attachments, files, or other content and apply specific tags to content with matches. These tags can drive multiple actions, such as kicking off a specific retention policy, marking a piece of content as potentially responsive to an ongoing investigation or legal matter, or explicitly declaring content a business record. Organizations benefit from more consistent, defensible, and executable retention policies and faster eDiscovery.

The RCA interface is simple and straightforward. Reviewers, such as records managers, can quickly scan through tagged content and with one-click, accept or reject the classification. Of, course, it is not necessary to review all tagged content—each organization can choose to either automatically accept classifications, review all classifications, or review a percentage of classifications.

CUSTOMER SPOTLIGHT

"Our research suggests that organizations are going to archive over 27,000 petabytes of email over the next four years. Rising storage costs and flat IT budgets drive the need for more efficient archiving management. Data classification solutions like Mimosa NearPoint RCA provide the necessary capability for IT to automate many of the information management tasks that need to be carried out in email archive environments."

— **Brian Babineau**,
Senior Analyst,
Enterprise Strategy Group



RCA Reviewer Interface

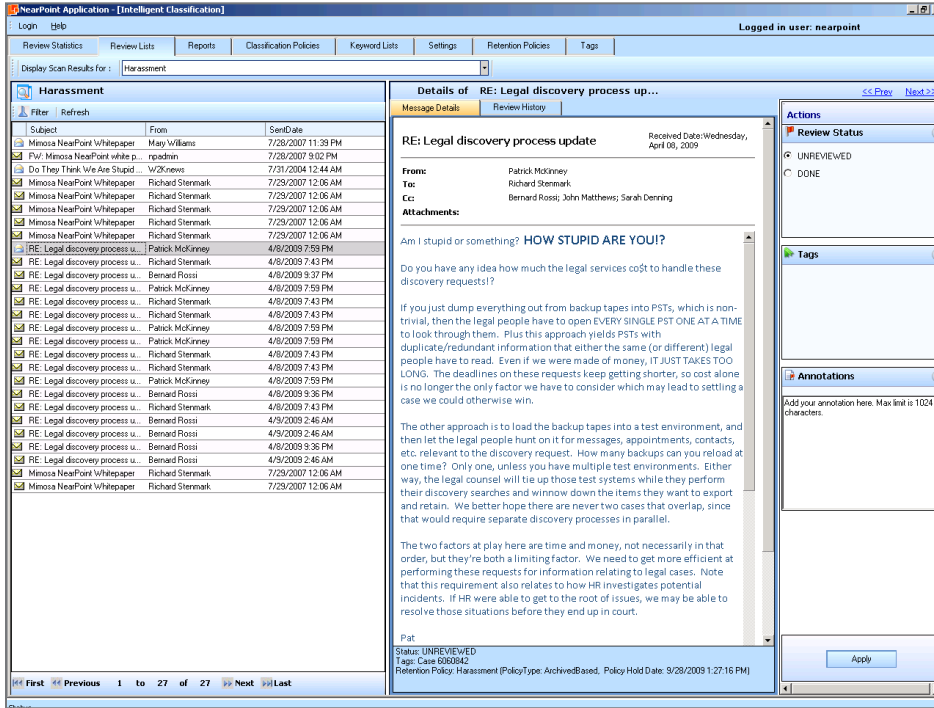


Figure 1. Auto Classification and Retention

Microsoft
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MIMOSA NEARPOINT

SERVER REQUIREMENTS

NearPoint Platform Support

- Microsoft Windows Server 2008 Standard and Enterprise Editions
- Microsoft Windows Server 2003 SP1, SP2—32 and 64-bit Standard and Enterprise Editions
- Microsoft Windows Server 2003 R2 SP1, SP2—32 and 64-bit Standard and Enterprise Editions

Database Support

- SQL Server 2008 Standard and Enterprise Editions
- SQL Server 2005 SP2 Standard and Enterprise Editions

DESKTOP REQUIREMENTS

- Microsoft® Windows XP SP2 or Vista SP1
- Microsoft Outlook 2003 SP1 or later
- Microsoft .NET Framework 3.5 SP1

ABOUT MIMOSA SYSTEMS

Mimosa Systems, Inc. delivers next-generation content archiving solutions for information immediacy, discovery, and continuity. Mimosa NearPoint is the industry's most comprehensive unstructured information management software solution for email, files, and instant messages, enabling archiving, eDiscovery, storage management, and recovery in a unified solution.

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FEATURES

Set retention and tag any archived content based on business rules such as sender, receiver, phrases, keywords, numbers in the body, attachment, or file

Apply new policy or changes to existing policy to historical content in place, already in NearPoint without re-archiving the original content

Hit highlighting in message body of flagged content

Provides user console to manage retention, review judgments and disposition rules of individual or groups of business records

Subscribe to policy and receive email alert whenever the archive detects a policy hit

Provides an ability to import policies contained in popular records management applications

Deploy easily within the NearPoint platform

Synchronize policies with AD groups

Comprehensive audit reports

BENEFITS

- Risk reduction via automated retention management that is more consistent, defensible, and executable
- Time savings for end-users by eliminating the need for manual classification
- Storage cost reduction by classifying content for faster deletion while complying with retention policies
- Faster eDiscovery via pre-tagging of content, e.g. relating content to an existing matter

- Evolve and change retention policies without worrying about impact on infrastructure

- Speed the process of reviewing tags assigned to content by pointing out the specific words and/or phrases that are flagged

- Ensure consistency of retention policies with a central interface for quality assurance of classification

- Increase productivity for compliance and security officers via proactive alerts to potential policy violations

- Optimize enterprise-wide records management initiatives by easily applying existing retention policies to email records
- Enable event-based disposition for user-generated content

- Speed time-to-value with short, easy deployment as RCA is an integrated component of the NearPoint platform

- Reduce overhead of policy management and easily target policies to specific groups within the organization

- Ensure defensibility of policy execution with reports on policy application and history