

Symantec Archiving and eDiscovery

Symantec Enterprise Vault™, Symantec Enterprise Vault.cloud™, and the Clearwell eDiscovery Platform from Symantec

Solution Overview: Archiving and eDiscovery

Overview

The data explosion that has burdened organizations across the globe for the past decade has become increasingly expensive to manage. While many organizations have focused on the increasing cost of data storage, perhaps more significant are the costs and risks of managing that data. This includes sorting, analyzing, processing, and producing data for internal investigations, compliance audits, and legal eDiscovery needs.

There are additional costs for not getting eDiscovery right. Courts and regulatory bodies have high expectations for how organizations should respond to data requests. Organizations can face multimillion dollar fines and damages awards when they fail to establish the defensibility of their discovery process in a timely manner.

Given these costs and risks, leading organizations are logically addressing this challenge by automating their archiving and eDiscovery processes. Their goal is to store, sort, identify, and deliver required information in a more efficient, cost effective, and defensible manner.

Symantec is the market leader for automated archiving and eDiscovery. Our solutions have been consistently recognized as industry leaders in independent surveys and reports. This includes analyst Gartner, which named Symantec Enterprise Vault™ and Clearwell a “Leader” in its Magic Quadrants for Enterprise Information Archiving and eDiscovery Software.¹

Leading analysts also report that our solutions have an unmatched reputation for customer satisfaction. Many organizations depend on Symantec for their archiving and eDiscovery needs. Indeed, Symantec archiving and eDiscovery solutions are used by over half the Fortune 100 and more than 16,000 organizations (with over 31 million users) around the world.

As a comprehensive archiving and eDiscovery solution, Enterprise Vault, Symantec Enterprise Vault.cloud™, and Clearwell can now jointly provide your organization with the following five principal benefits:

1. Cost reduction
2. Risk reduction
3. Streamlined information governance
4. Quick and easy implementation
5. Scalability

1. Cost reduction

Symantec archiving and eDiscovery solutions help you reduce costs across all phases represented in the Electronic Discovery Reference Model, from information management through review and production.

To reduce your information management costs, Enterprise Vault first reclaims your primary storage by archiving and migrating data across multiple sources such as messaging systems, file servers, and Microsoft

SharePoint®. That data is then ingested into a centrally managed and indexed repository for fast search and retrieval. The archive footprint is optimized through single instance storage. Single instance eliminates redundant copies of information. In addition, you can automatically expire data

"Symantec's acquisition of Clearwell is a perfect marriage between best of breed technologies. Our company has achieved significant benefits by using Enterprise Vault and the Clearwell eDiscovery Platform from Symantec together."

**Shawn Waggoner, Director,
Archiving and eDiscovery,
Terremark**

¹ Gartner, Inc., Magic Quadrant for Enterprise Information Archiving, Sheila Child, Kenneth Chin, Oct 29, 2010. Gartner, Inc., Magic Quadrant for eDiscovery Software, Debra Logan, John Bace, May 13, 2011



pursuant to your established retention policies. Alternatively, Enterprise Vault.cloud can optimize your storage footprint and costs by moving your archive for communication sources to the cloud.

For eDiscovery, Enterprise Vault, Enterprise Vault.cloud, and Clearwell work together to reduce reviewable data volumes by up to 90 percent.² Using Clearwell targeted collection, advanced filtering and transparent search capabilities, the universe of your organization's data is efficiently culled prior to review. Symantec Enterprise Vault™ Data Classification Services and Clearwell transparent predictive coding further reduce eDiscovery costs by automating parts of the classification process, increasing your review efficiency and throughput.

2. Risk reduction

Enterprise Vault, Enterprise Vault.cloud, and Clearwell reduce risk across the information governance spectrum. This is accomplished by improving the defensibility and repeatability of your archiving and eDiscovery processes.

With Enterprise Vault and Clearwell, you can maintain a comprehensive repository of essential data sources. This includes email, SharePoint, databases, file servers, endpoints, and unstructured data sources such as laptops and desktops. Having a central data repository eliminates the guesswork often associated with information management, ensuring your organization meets its legal and regulatory preservation obligations. It also reduces exposure by automatically expiring data pursuant to your established retention policies.

Coupling this repository with the Clearwell eDiscovery Platform from Symantec enables consistent eDiscovery workflows across all legal, regulatory, and investigative matters. This also allows you to provide a chain of custody for each document across the entire process, from archiving and preservation through review and production.

A reliable chain of custody—together with Clearwell real-time reporting of all user actions, legal hold acknowledgements,

case statuses, and exceptions—allows you to demonstrate the reasonableness of your eDiscovery process when required for regulatory actions and litigation.

3. Streamlined information governance

Legal and regulatory deadlines require organizations to have an efficient information governance process. With Enterprise Vault, Enterprise Vault.cloud, and Clearwell, your organization can streamline its end-to-end archiving and eDiscovery lifecycle to meet those deadlines.

Enterprise Vault and Enterprise Vault.cloud provide companies with a centrally managed and indexed repository. That repository enables you to quickly and easily search and access data relating to eDiscovery requests. Using Clearwell, customers can collect directly from Enterprise Vault and place data within Enterprise Vault on hold in the controlled environment of the archive, eliminating the need to copy and move information for preservation. The Clearwell eDiscovery Platform from Symantec also supports collections beyond the archive, providing rapid targeted collection across all essential data sources.

Once all data is collected, the advanced search and analytic capabilities of the Clearwell eDiscovery Platform from Symantec allow you to quickly

understand case facts, accelerating early case assessments from weeks to hours. Transparent Predictive Coding, in particular, helps organizations reduce the time and cost of document review using an intuitive, flexible workflow for automated review.

Through Clearwell, you can conduct legal hold collection, processing, analysis, review, and production in one application. This eliminates time consuming and costly

By using Enterprise Vault, Symantec has realized over \$7.9 million in cost savings associated with IT operational efficiencies, productivity gains and green energy, as well as lowered server and email storage costs.³

² Clearwell, Terremark Case Study, Terremark Leverages Clearwell Expertise to Meet Stringent Document Review Deadlines in the Wake of a Large Acquisition, 2011

³ Archiving and eDiscovery Case Study, 2010, http://www.symantec.com/business/resources/customer_success/detail.jsp?cid=symantec_corp_archiving



movement of data between tools. It also supports the iterative eDiscovery workflows required by real-world cases, further accelerating your response to data inquiries.

4. Quick and easy implementation

Symantec archiving and eDiscovery solutions allow you to start managing information and conducting eDiscovery in as little as one day; whether on-premise, as a hosted solution or in the cloud.

Enterprise Vault.cloud enables you to begin archiving communication data sources in minutes. Alternatively, you can deploy Enterprise Vault using a convenient wizard-driven installation.

Similarly, legal users and investigators can use Clearwell with little to no training to immediately conduct legal hold notification, search, analysis, and review. Furthermore, collections can be targeted by providing metadata and keyword filters that use the archive's existing index and Data Classification Services tags using a point-and-click interface that eliminates the need for any scripting or programming is eliminated.

Furthermore, Enterprise Vault, Enterprise Vault.cloud, and Clearwell provide seamless end user interfaces so you can set up archiving and collection without disrupting business activity.

5. Scalability

Symantec archiving and eDiscovery solutions are designed to grow along with your information governance strategy. Our solutions flexibly scale to meet the enterprise-wide archiving and eDiscovery needs for organizations ranging from less than 25 to more than one million users.

Enterprise Vault provides a single consolidated repository that can expand to meet the growing information needs of your organization. As your case load increases, Clearwell enables you to simultaneously manage all litigation, investigations, and regulatory matters within one application. Moreover, your team can continue to work efficiently regardless of case size

as Clearwell has the capacity to process data up to 1 terabyte per day and to support hundreds of concurrent reviewers.

Finally, Enterprise Vault has received the rigorous VMware Ready™ certification. As a result, by virtualizing their infrastructure, customers will not only be able to more readily scale out, but also will benefit from lower total cost of ownership.

Enterprise Vault

Enterprise Vault, the industry leader in integrated content archiving, enables users to store, manage, and discover unstructured information across the organization.

Enterprise Vault.cloud

Enterprise Vault.cloud is a purely hosted service designed to help organizations address the challenges of mailbox management, eDiscovery, and compliance for electronic communications.

Clearwell eDiscovery Platform from Symantec

The Clearwell eDiscovery Platform from Symantec enables corporations and law firms to manage all of their legal, regulatory, and investigative matters with a single, easy-to-use application.

*Some features described in this document will be available in a future release on a when and if available basis in a general release to all customers.



More Information

Visit our website

<http://enterprise.symantec.com>

To speak with a Product Specialist in the U.S.

Call toll-free 1 (800) 745 6054

To speak with a Product Specialist outside the U.S.

For specific country offices and contact numbers, please visit our website.

About Symantec

Symantec is a global leader in providing security, storage, and systems management solutions to help consumers and organizations secure and manage their information-driven world. Our software and services protect against more risks at more points, more completely and efficiently, enabling confidence wherever information is used or stored.

Headquartered in Mountain View, Calif., Symantec has operations in 40 countries. More information is available at

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Symantec helps organizations secure and manage their information-driven world with IT Compliance, discovery and retention management, data loss prevention, and messaging security solutions.

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