



SonaVault 6.1

Feature Set

Intelligent Email Archiving & eDiscovery Software Solutions

Summary:

SonaVault 6.1 is an on-premise email archiving and eDiscovery software solution that is specifically designed to work with Microsoft Exchange Server environments. SonaVault's strengths include:

- Securely archives and indexes all email along with attachments in near real-time
- Works with Microsoft Office 365 and Exchange Server; journals all emails
- Powerful eDiscovery tools that produce only the exact emails very fast
- Process-driven eDiscovery workflows allow for collaborative efficiency for key groups including legal, HR, and finance departments
- Data export in multiple formats
- Ease of use for end users to search and retrieve their own archived email through an Office 365/Outlook-like folder structure interface
- Simplifies life. No training is required, and SonaVault is exceptionally low maintenance

SonaVault 6.1 is powered by Microsoft SQL Server, which does an incredible job of keeping searches fast and the database nimble regardless of the number of mailboxes. SonaVault also can reduce the file size of an Exchange Server by up to 80 percent.

SonaVault 6.1 satisfies most regulatory compliance laws and can prevent legal exposure through its content identification, sampling, and collaboration tools. All email that is placed on legal hold will be safeguarded from expiration.

SonaVault 6.1 can save money on inactive Office 365 licenses and still achieve compliance. The archived email of former employees also can be assigned to new employees. This feature increases productivity, preserves a knowledgebase, and flattens a learning curve.

SonaVault's high value, ease of use, and compliance achievement makes it a popular choice with any organization that uses Microsoft Exchange Server and wants to have a historical archive.



SonaVault 6.1

Feature Set

Executive Feature Set

Increases productivity, limits exposure, achieves compliance & cut costs

- **Achieves Regulatory Compliance:**
SonaVault achieves regulatory compliance to most U.S. and Canadian regulatory statutes including the Freedom of Information Act, Access to Information Act, SEC requirements, HIPAA, Sarbanes-Oxley (SOX), FINRA, FISMA, FRCP, GLBA, etc.
- **Increases Productivity:**
SonaVault's fine granular access controls allows administrators to grant new employees access to former employees' mailboxes. Key accounts, projects, and other business critical continuity are preserved and accessible for new employees. Managers also can be assigned access to archived mailboxes of direct reports.
- **Cuts Attorneys' Costs:**
SonaVault's eDiscovery features quickly and thoroughly return *only* the needed results in various formats including write-once-read-many (WORM) drives. This significantly reduces attorneys' billable hours.
- **Assess Legal Cases**
SonaVault's ability to identify and review relevant email can assist management and the legal department to make a decision on whether to settle or continue a case in court. This early assessment can help management make intelligent decisions that could have major implications and cost savings.
- **Limits Exposure & Maintains Confidentiality:**
SonaVault's content identification tools allow all incoming and outgoing emails to be filtered for key words. Alerts are then sent out to key employees for review and escalation if needed. This tool helps to limit exposure and deescalate situations before they begin.
- **Saves License Fees of Inactive Office 365 Users**
Organizations must save all email. It's the law. Microsoft requires a full license of Office 365 for inactive users. Microsoft also reserves the right to deny unlimited archiving to user accounts that store other users' archived data. In contrast, SonaVault is able to safeguard email from inactive Office 365 accounts at a fraction of the cost.



SonaVault 6.1

Feature Set

- **Saves on Migration Services; Keeps Data Intact for Compliance**

SonaVault's single-archive capabilities allow organizations to keep their legacy emails and their Office 365 emails all in one archive. This significantly saves on migration costs and ensures that the legacy email's metadata remains unchanged. An altered email could be challenged in court and could exceed the threshold of not being in compliance.
- **Saves Money and Increases Uptime with an Optimized Email Server**

SonaVault can decrease an Exchange Server file size by up to 80 percent. A more nimble Exchange Server reduces file storage maintenance issues with less downtime. SonaVault also allows the mission-critical Exchange Server to be stable.

End User Accessibility

No training required; Outlook-like folder structure view; web-based

- **Outlook-like Folder Structure View Mirrors End Users' Inbox**

SonaVault replicates the end users' folders that are in their Outlook client. This makes it easy; end users who are not inclined to use a search feature now can find their own archived email. All emails in the SonaVault archive are secure. If an end user deletes a folder in the Outlook client, the archived email will remain in the archive and can be accessible through a search. Having an archive that is easy end users will reduce IT Helpdesk workload to 'recover' specific email. It also allows for IT admins to enforce policy storage limits without resistance.
- **Eliminates Employees to Manage Their Own PST Files**

SonaVault's archive eliminates any need for employees to cut and manage their own PST files.
- **Intuitive; Web-based; Zero Training Minutes Required**

End users can access their own archive via the web; anywhere, any time. In addition, archived stubbed attachments that are linked to the end users' Outlook inboxes act like attachments that are hosted on the Exchange Server. SonaVault's stubbing achieves complete transparency to end users. SonaVault's intuitive search capabilities and easy-to-follow process flows maximize efficiency. No training is required. Super simple for admins and end users alike.



SonaVault 6.1

Feature Set

eDiscovery Workflows, Compliance & Case Management

Powerful & intuitive eDiscovery tools that maximize efficiency

- SonaVault eDiscovery case management and workflow processes are designed to assist an organizations Legal, HR, and Financial Departments. [Learn more about SonaVault's Workflows](http://www.sonasoft.com) at www.sonasoft.com.
- SonaVault provides collaborative tools that easily allow reviewers to share notes and escalate archived email for a super reviewer to examine.
- SonaVault can allocate a percentage of archived emails that reviewers can sample, close, flag, and escalate if necessary. This review feature satisfies a FINRA compliance requirement.
- SonaVault allows for pinpoint accurate eDiscovery searches that allow for multiple variables. (Most other email archiving products do not have robust eDiscovery tools.)
- SonaVault allows for searches to be saved and instantly refined, which saves time and ensures accuracy in an eDiscovery.
- SonaVault allows for multiple ways to produce email for an eDiscovery. Users can perform simple search queries, do complex searches that take advantage of full Boolean commands, or use the query builder to guide the specific parameters to the eDiscovery request.
- Since SonaVault is powered by Microsoft SQL Server, its eDiscovery searches are always blazingly fast irrespective to the size of the archive or the number of mailboxes.
- SonaVault indexes every incoming and outgoing email along with all the content in attachments in near real-time (fraction of a second delay).
- SonaVault automatically will place legal holds on specified email. It also can place multiple legal holds on the same email.
- SonaVault safely retains all flagged email that is associated with an ongoing case (legal hold) from being purged from the archive even if the expiration period has expired.



SonaVault 6.1

Feature Set

- SonaVault can export eDiscovery requests in a variety of formats including PST, HTML, MSG, EML, and write once read many (WORM) drive support, which satisfies a FINRA requirement.
- SonaVault shields protected email, such as those emails protected under client-attorney privileges, from being produced in an eDiscovery request.
- SonaVault sets restricted access to the archived public folders. This granular access achieves compliance without compromising security concerns.
- SonaVault achieves regulatory compliance to most U.S. and Canadian regulatory statutes including the Freedom of Information Act, Access to Information Act, SEC requirements, HIPAA, Sarbanes-Oxley (SOX), FINRA, FISMA, FRCP, GLBA, and more.
- SonaVault comes with 'default' retention policies that can be modified to suit an organization's needs.
- SonaVault fully indexes attachments, which makes these attachments searchable for legal holds and discovery requests.
- SonaVault achieves European Union requirements for not physically moving email outside of the European country of origin.

Under the Hood | Technical Details

Secure, fast, low maintenance, easy to manage

- SonaVault archives and fully indexes all email near-instantaneously (with a delay of a fraction of a second) upon receiving or sending email on the Exchange Server; there is no delay or missed email.
- SonaVault's archived email has multiple layers of tamperproof security. SonaVault's alert system notifies and tracks any attempts to modify the archive.
- SonaVault creates a full audit trail of users and activity performed to ensure proper usage.
- SonaVault installs in one hour with no down time to the Microsoft Exchange Server.



SonaVault 6.1

Feature Set

- SonaVault leverages Active Directory (AD) to set role based credentials; easily can set fine granular access to guests and other key employees. SonaVault can support multiple Active Directories (AD) if desired.
- Admins can set fine granular control and access over the archive.
- SonaVault utilizes single instance storage (SIS) for maximum efficiency.
- SonaVault's true stubbing allows attachments as well as the text in the body of an email to be archived in a process that is completely transparent to the end user. Admins can set granular control over what items get stubbed after a specified time period. SonaVault's stubbing along with its single instance storage is able to reduce the file size of an Exchange Server by up to 80 percent.
- SonaVault's fine granular custom retention policies can be set to override global retention policies to purge unwanted emails such as spam or subscriptions. SonaVault's additional custom retention policies also can be made to purge or retain email from certain groups for periods of time that are shorter or longer than the global policies, e.g. faculty vs. students' email.
- SonaVault is powered by Microsoft SQL Server Standard Edition, which is included. SQL Server allows automatic (and manual, if desired) creation of data stores to ensure searches remain insanely fast irrespective to the size of the archive or number of mailboxes. SonaVault searches simultaneously to these multiple data stores.
- SonaVault is a full 64-bit application with a light footprint.
- SonaVault requires no plugins. It is server-side only.
- SonaVault supports multiple Microsoft Exchange Servers if desired.
- SonaVault includes a PST importer tool that automatically ingests PST files into the archive.
- SonaVault supports multiple domains and subdomains.



SonaVault 6.1

Feature Set

- SonaVault includes advanced reporting tools that track trends, logins, activities, leakage, usage, and more.
- SonaVault customers experience always-there-for-you tech support.

System Requirements

Choice of Physical or Virtual Servers

- SonaVault can be installed on a dedicated or virtual server running Windows Server 2012 or 2016 (recommended) with minimum 32 Gb of RAM.
- SonaVault installs in less than an hour with zero downtime. SonaVault supports Microsoft Office 365 and Microsoft Exchange Server 2007-2016.
- SonaVault is accessed through a web browser. No plugins are required.