FIRSTCLASS®
Archiving Services

Compliance

FirstClass addresses regulatory

compliance requirements by

providing comprehensive

archiving, retention and

searching capabilities for all
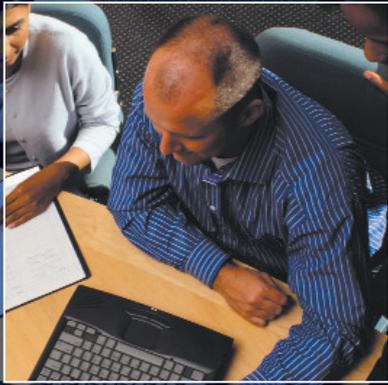
FirstClass messages.

A regulatory and institutional authorities come to terms with the importance of electronic messaging in the modern organisation, it is becoming critical to provide reliable long-term storage of historical messages. With the increasing utilisation of digital communications in business environments, such as email and instant messaging, and the potential impact of new regulatory compliance requirements, many administrators have been compelled to rethink their storage and retrieval policies.

FIRSTCLASS ARCHIVING SERVICES HIGHLIGHTS

FirstClass Archiving Services is a new services module available in FirstClass 9.0 that provides comprehensive archiving, retention and searching capabilities for FirstClass messages. Some of the key features and benefits of FirstClass Archiving Services include:

- **Set Up FirstClass Archiving with a Few Clicks** - FirstClass Archiving Services can be easily set up with a few simple steps. When enabling archiving for different groups on the core FirstClass Server, FirstClass Archiving Services will automatically create and configure active archives for each user — with no additional work required.

- **Archive Every Message Sent or Received** – FirstClass Archiving Services has been designed to archive the *entire* message, including the complete envelope information (To, Cc, and Bcc information), all attachments, and the Internet message header. Once archiving is set up for a user, every single message sent or received by that user will be automatically copied to the FirstClass Archive Server.

- **Easily and Quickly Search the Message Archive** – Different groups of users require different email retention policies. FirstClass simplifies this process by enabling administrators to specify the retention period directly within the group administration form.

- **Restore Archived Mail in Seconds** – A simple drag and drop is all that is required to route messages from the Archive Server back to the FirstClass Core Server, enabling administrators to restore one message, or hundreds of messages, in just seconds.

- **Set Retention Periods by Group** - As retention requirements vary based on the type of user, FirstClass enables administrators to easily specify the message retention period on a per-group basis.

- **Reduce Costs for Storage** - The FirstClass Archive Server is based on the proven FirstClass Single Copy Network Store, resulting in remarkably small disk space requirements for archived messages.

For more information on FirstClass Archiving Services, or to receive a personalised quote for your organisation, contact us at:

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