

# Enterprise Application Archiving

## Unified protection and management for enterprise application output

### The Big Picture

- Enables organizations to create an incrementally expandable, integrated content archive that eliminates traditional archive silos and provides customers with the ability to access and manage a variety of application content types across the enterprise
- Mitigates risk by helping to ensure that information is archived, retained, and expunged according to corporate governance or recordkeeping obligations
- Helps companies and government agencies actively control, secure, and track sensitive information wherever it resides and ensures that only authorized recipients can view, forward, copy, print, or edit it
- Cuts costs and eliminates redundant information across the enterprise by archiving and compressing only a single copy and reduces complexity by managing archived information from a unified platform rather than from silos

Enterprise applications, line of business systems, and document imaging applications generate large volumes of digital content. This data—reports, outbound documents, document images, and more—is subject to a growing number of regulatory mandates, e-discovery demands, and growing corporate compliance requirements, as are e-mail and other content types.

But the already challenging task of effectively archiving this output—including retention policy enforcement, rights management, storage migration, and content reuse—is exacerbated by the diversity of applications found in most enterprises, each managed according to unique standards, policies, and services. Resulting inconsistent archiving practices create greater exposure to legal risk, increase total cost of ownership, and erect accessibility barriers for knowledge workers and customers alike.

### Unified Software Archiving Platform

The EMC® Documentum® Archive Services product portfolio is built on a unified software archiving platform that enables organizations to unite diverse content sources, such as e-mail, imaging, reports, and SAP® applications, and to apply common archiving services, such as retention, distribution, security, and lifecycle management across these content types. This incrementally expandable set of products enables organizations to more effectively meet compliance and legal discovery requirements, reuse content, improve decision making, and create operational cost efficiencies.

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With EMC enterprise application archiving, organizations create an integrated content archive that eliminates traditional archive silos and enables valuable information to be accessed and retrieved across the enterprise. End users gain archived information that can be accessed, retrieved, and reused for increased value, and managed and leveraged according to its informational relevance and value. Organizations gain a dramatic reduction in storage and management costs and a more strategic archiving infrastructure that eliminates exposure to compliance risks.

### ***EMC Documentum Archive Services for Reports***

Organizations often find that application output is being managed in a number of disparate legacy silos. Use of these archives is frequently limited to basic search and retrieval, without the ability to manage information at the document level. The scalable, open-standards technology of EMC Documentum Archive Services for Reports facilitates the capture and transformation of high-volume application output into full-fidelity PDF documents of record. Content is stored directly to the EMC Documentum unified archive, from where it can be retrieved and delivered both throughout the organization and across the Web to customers and partners.

Archive Services for Reports also enables previously archived repositories to be migrated out of legacy silos, enabling a more thorough unification process. Legacy migration creates the opportunity to introduce new services to older archives, including online availability, storage optimization, security, and retention.

### ***EMC Documentum Archive Services for Imaging***

Handling and storing fixed content in physical form—paper, faxes, film, and more—imposes extra expense and unnecessary procedures and exposes an organization to compliance and litigation risks. The end-to-end process of collection, storage, and access is costly and time consuming. EMC Documentum Archive Services for Imaging enables you to move beyond paper-based management by transforming paper-based and film-based media into digital assets. Through intelligent recognition and classification technologies, these digital assets can leverage the same common services available across the Archive Services product line.

### ***EMC Documentum Archive Services for SAP®***

SAP applications produce large volumes of information in the form of transactional data, reports, and various business documents, many of which are subject to regulatory compliance. SAP administrators increasingly see archiving SAP information as a way to optimize SAP application performance, improve backup and recovery windows, and consolidate the SAP IT infrastructure.

EMC Documentum Archive Services for SAP enables secure and scalable archiving for a broad range of SAP archiving scenarios. Archiving processes can be automated so that no manual steps are required. Descriptive data can be replicated from SAP to classify archived information for compliance, storage management, or search and discovery. Archived information can also be classified together according to specific retention periods. Complementary EMC software products allow archived information to be easily retrieved and viewed by SAP and non-SAP users.

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## Common Archiving Services

The unification of previously disparate archive content types is only half of EMC's strategic vision for integrated content archiving. A set of common services must be available to this content to meet the long-term goals of archiving: content preservation and accessibility, information security, compliance, and storage optimization. The EMC unified software archiving platform can leverage the following solutions to realize the full value of an integrated content archive.

### *Effective record-keeping enforcement with EMC Documentum Retention Policy Services*

Many organizations today face the possibility of litigation exposure, and are bound by the requirements of a growing body of regulations mandating that e-mail, paper, and electronic documents be classified, stored, and accessible for accountability. But organizations often overlook their large volumes of application output as part of this recordkeeping mandate. Because information captured by enterprise applications is often business-critical, poor recordkeeping can substantially increase the likelihood of noncompliance and resulting penalties. It also leaves them vulnerable in the case of e-discovery.

EMC Documentum Retention Policy Services (RPS) enables automated, policy-driven retention and disposition to meet business and compliance goals. Enabled at the platform level, policies can be enforced against all archived content types across the enterprise. RPS is well suited to the significant volumes of data being managed by the EMC unified software archiving platform because it is based on intelligent recognition and enforcement of policies. Policies can also be configured to ensure disposal once retention periods expire, even if content has been distributed outside the protection of the corporate firewall.

### *Secure archive through EMC Documentum Information Rights Management*

Organizations face mounting pressure to provide intellectual property and valuable information to partners and customers. Inevitably, sensitive information is distributed in a variety of formats within and beyond corporate firewalls. EMC Documentum solutions for information rights management help global companies and government agencies actively control, secure, and track sensitive information wherever it resides—within an enterprise or with partners and suppliers outside the firewall.

### *Reduced costs with EMC Documentum Content Storage Services*

IT organizations face internal mandates to lower operating and storage costs while improving business efficiency and customer satisfaction. EMC Documentum Content Storage Services (CSS) addresses this challenge through effective management of stored content. By enabling thorough, intelligent management of tiered storage resources, CSS eliminates redundant information and business logic across geographical locations and storage networks. In addition, CSS enables lifecycle management to align the cost of archive storage with the changing value of content.

The EMC Centera™ content-addressed storage system provides an additional layer of security, storage, and lifecycle management. By leveraging Centera for archiving application output, the storage infrastructure can assign unique location addresses to fixed content. Content-addressed storage not only simplifies the task of managing huge volumes of content objects, but also serves as a digital fingerprint for each object, ensuring absolute authenticity. The cost of ownership with Centera is aligned with the push to keep information online longer, satisfy regulatory requirements, and leverage content availability into new services and revenue streams.

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## Take the Next Step

Effective archiving practices are essential to cost reduction, content accessibility, and risk mitigation. EMC delivers a unified software archiving platform that unites diverse content sources with common services to meet the goals of long-term content preservation. To learn more, contact your local EMC sales representative or authorized value-added reseller, call us at **800.607.9546** (outside the U.S.: +1.925.600.5802), or visit our website at <http://software.emc.com>

## About EMC

EMC Corporation (NYSE:EMC) is the world leader in products, services, and solutions for information storage and management. Through information lifecycle management (ILM) strategies, EMC helps enterprises of all sizes manage their growing volumes of information—from creation to disposal—according to its changing value. EMC information infrastructure solutions are at the heart of this mission, helping organizations manage, use, protect, and share their information assets more efficiently and cost-effectively. The result? Information with greater business value and at lower management cost.



**EMC Corporation**  
Hopkinton  
Massachusetts  
01748-9103

1-508-435-1000  
In North America 1-866-464-7381

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