

digitiliti



Information Management System

Overview

Unstructured and unmanaged data is not easily accessible. Unstructured data includes Microsoft Office documents, email files with or without attachments, PDF files, text files, and image files. Digitiliti's digi**LIBE** is the key to converting your unstructured data into usable business information. digi**LIBE** converts your data into a true corporate asset to be valued, managed and used by your employees on a daily basis. digi**LIBE**'s life cycle information management system incorporates intelligence to unstructured files from the file creation, collaboration and sharing stages to the file-archiving process, while meeting regulatory and compliance requirements. In today's competitive environment, information management is essential to managing your operations, generating new growth, increasing productivity/efficiency, reducing cost, and gaining a clear competitive advantage.

As an information management solution provider, Digitiliti specifically designed digi**LIBE** to control and manage unstructured data from desktops to file servers and across the enterprise back to a digi**LIBE** archive. Implementing digi**LIBE** puts an end to the "content chaos" that organizations are seeing as their volume of unstructured data increases by over 80 percent per year. digi**LIBE** provides organizations with the ability to capture, classify, share, preserve, protect, archive, and deliver the right information to the right people at the right time, helping them make smart, informed business decisions.

digi**LIBE** is the first true product that combines information management and storage management capabilities into a single, integrated solution. The days of having to buy multiple, expensive, complex storage and content management point solutions are over!

digi**LIBE** is easy to install and does not require intense training for your IT staff or end users. The IT staff can now optimize their storage needs, reduce cost, efficiently manage information, and meet corporate mandates for data compliance for retention, discovery, security, and preservation of sensitive data. At the same time, they can help increase end user productivity and efficiency by providing seamless, automatic, real-time data search, archiving, and recovery to every desktop in the company. It is estimated that end users spend over \$4,800/year of their time searching for data on their desktops. digi**LIBE** reduces search time to seconds not minutes or hours and delivers information instantly.

Capabilities

digiLIBE is the fusion of information and storage management

Information Management:

Active Real-time Management of Unstructured Data
Data Compliance
eDiscovery/eSearch
Storage Virtualization
Electronic Document Management
Virtual Corporate Library for Unstructured Data
Automated Desktop Archiving/Backup
User Search/Discovery
Multi User Log-in and Roaming Profiles
Automated Point-of-Origin Data Capture

Storage Management:

Email Archiving
Global Deduplication
Storage Virtualization
Continuous Data Protection
Content Indexing/Cataloging
Metadata File Management
Compression/Encryption
File Ingestion Control
Key Content/Word Search and Alerting
Data Retention Policies
Revision Control Policies
Automated Backup/Restore/Recovery

Key Features and Benefits

The days of having to buy expensive multiple-point solutions to capture and manage all the different types of unstructured data are over with digiLIBE. The key features and benefits of digiLIBE come from digiLIBE's unique ability to capture, manage, classify, share, preserve, protect, archive, and deliver the right information to the right people at the right time.

Capture:

- digiLIBE is a single, integrated solution that captures any type of unstructured data, from any device/user, at the point of origin.
- digiLIBE's desktop client is the "cop on the beat" that captures user data on save or send/receive functions.

- Our capturing of unique Metadata at the point of origin provides superior search, recovery and e-discovery capabilities.
- Creation of unique information objects for all data is the conversion of your content into usable context that delivers usable business information.
- **digiLIBE** will significantly cut the cost of implementing storage virtualization in support of a virtualized infrastructure. Unlike thin provisioning technologies and other approaches to storage virtualization (that really just delay the purchase of additional physical storage capacity), **digiLIBE** offers unlimited storage capacity within our single Information Director Appliance and cloud-based Archive Store.

Manage:

- Our Information Director is the heart of your new corporate virtual library.
- One management console is used to administer the Client and Information Director. **digiLIBE** syncs with LDAP to provide a centralized security scheme. If you do not want a centralized network management system, you can customize and implement securities policies through **digiLIBE**.
- For any data, anywhere, set: Life Cycle Policies, Automated Tiered Storage, Active Archiving, Usage Reports, Data Security, File Sharing/Collaboration/Revision Control, File Transfer Control, File Copy Control and Content Keyword Alerting.
- Automated backup of systems is performed as a daily activity, not a special function that you need to schedule.
- Scalability—Start with email archiving and scale out to cover file shares and desktops. Expand to support e-discovery to support Legal/HR Departments' needs.
- Built in reporting provides a real-time dashboard for data verification and operational status. Static reports are included for user statistics and auditing, operation and performance, storage optimization, and data-reduction trends.

Classify:

- Full file ingestion control for IT administrators allows for custom archiving and cost control of stored information.
- Key content/word search and alerting allows for rapid search, discovery, and classification of only the information you need to find. Critical in compliance environments where specific sensitive information needs to be monitored and controlled.

Share:

- Real-time collaboration is facilitated by managing and tracking changes as they occur and when documents are saved. Users know the right version is being shared. End users can also rollback to previous revisions in case of errors or content misuse.
- Roaming user profiles let users log on to any computer on the same network that has the **digiLIBE** client installed and access their data anywhere in the network.
- Multi-user log-in lets IT administrators maximize use of specialized workstations, centralize the information management of all end-user data and automatically provide each user with his or her own **digiLIBE** data profile and account.

Preserve:

- Meet the data-compliance requirements for data retention, discovery, preservation and file control.
- All data is compressed and encrypted at the Information Director.
- Enterprise e-discovery search and preservation is provided.
- Revision/retention controls can be tailored for users and data. Customize retention periods for critical versus noncritical documents and for those documents required to be retained for SEC rules or legal requirements.
- Data-retention policies can be established and managed by the corporate information management group. You can configure the Information Director to your existing policies and manage the movement of data throughout the virtual corporate library.
- Select version levels for documents by document type, user groups or combinations
- Content indexing of all files is achieved dynamically. Files, emails, and their attachments are indexed and made available to the end user at any time through: (a) digiLIBE File Explorer or b) custom information applications.
- File-deletion/data-purge capabilities allows IT administrators and compliance officers to set granular retention and deletion policies, which are applicable to the global, group, user, or file level. Unstructured files and emails past the established retention period are available for review through the administrator interface for data-retention reset or permanent deletion.

Store:

- digiLIBE is a Hybrid Cloud.
- Locally store data on the Information Director and back up data at the off-site Digitiliti Archive Store. No need to buy additional storage boxes.
- Continuous archive: The local Information Director's storage pool is controlled on a percent-full protocol, so active data is resident for quick access. Older data is verified in the archive and then moved out of the Information Director.
- Global deduplication and content indexing occurs automatically, in real time.
- There is no delay in finding current information, as it is always available at the workstation.
- Maximizes current investments in your storage infrastructure.

Protect:

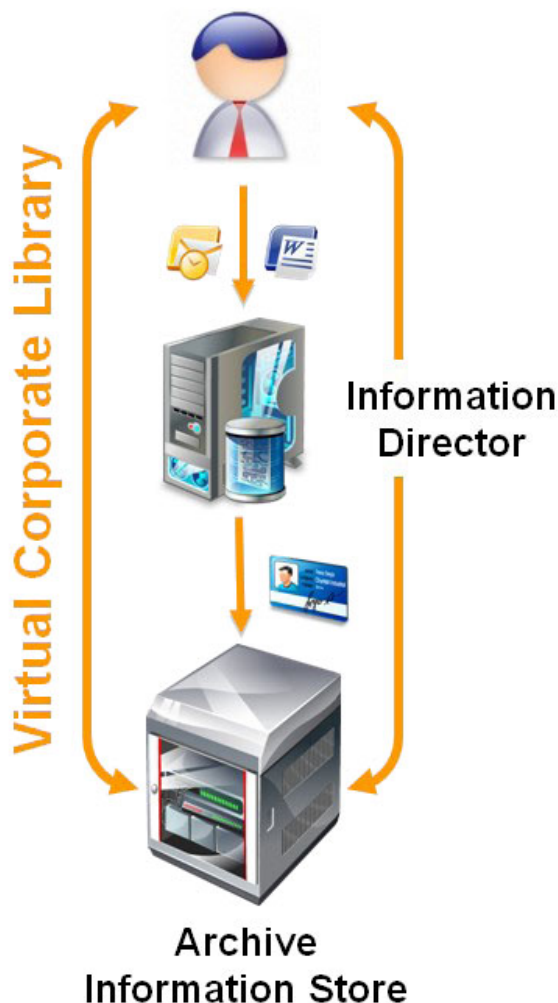
- All data is compressed and encrypted at the Information Director.
- Continuous data protection is provided for quick access to the most-current activities regardless of the data assets location.
- All information is sent over a secure session that protects the confidentiality, integrity and availability of the information while in transit from the desktop to the Information Director.
- Encrypted links are established from the digiLIBE client to the Information Directors for any PC in the network or for those accessing the network remotely. Secure connections are also established from the Information Director to the Archive Store.

Archive:

- Real-time archiving: The digi**LIBE** automatically archives information the second it is created by an end user. End users do not need to do anything to ensure their information is archived.
- Immediate search/discovery capabilities exist at all levels: Desktop to administrator. The digi**LIBE** search engine provides a user interface that is as easy to use as a Web search engine. Search functions include: content, file name, file type and date range.
- Real-time backup and recovery: The digi**LIBE** Explorer tool allows self-service recovery for end users and provides restore and recovery files and emails with a drag-and-drop function.

Deliver:

- On-demand access to any data, any time, from anywhere!
- Unlimited local storage capacity: The local Information Director's storage pool is controlled on a percent-full protocol, so active data is in residence[??] for quick access. Older data is verified in the archive and then moved out of the Information Director.
- Establishes a **Virtual Corporate Library** that will:
 - Convert unstructured data to business knowledge*
 - Improve sales/time to market/customer support*
 - Increase revenues and profits*
 - And, most importantly, provide you with the knowledge that your data is readily available and secure!*



You do have a choice in organizing your Information!

Components of the digiLIBE system

digiLIBE consists of three components:

1. digiLIBE clients, which collect data from desktops, file servers, etc.;
2. Information Director appliance that provides local storage; and
3. Off-site archive storage service, provided by Digitiliti or configured for your data center.

The process for handling the data is just as simple:

1. Create files or send emails as you would every day.
2. The Information Director receives the data from the client, turns it into an information object, stores a single copy locally and sends it to the active archive with customer-controlled encryption.
3. Retrieve data from the digiLIBE system easily through the digiLIBE Client or the Web interface.

Let's take a look at the three components and how they tie together to form secure data management for your company.

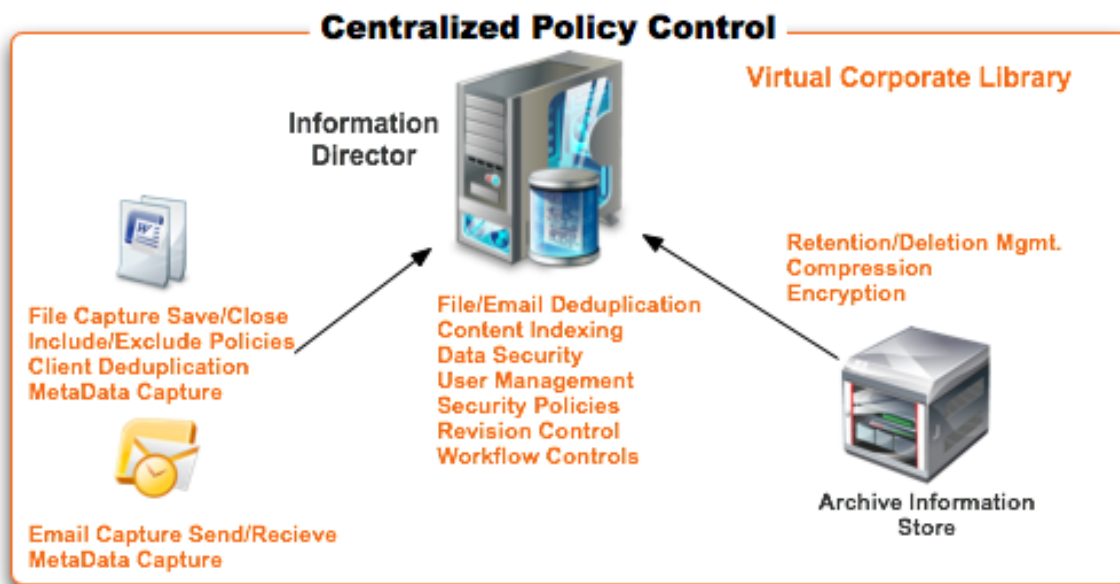


digiLIBE Client

The client workstation is where it all begins. Your end users generate the unstructured data in the form of email, documents, spreadsheets, presentations, images, Illustrator files and any other data types common to your working environment. The digiLIBE Client captures data by document type on save or send/receive and performs an initial deduplication on the data. The data is then sent to the Information Director for further processing and eventual archiving in the digiLIBE Virtual Corporate Library.

Information Director

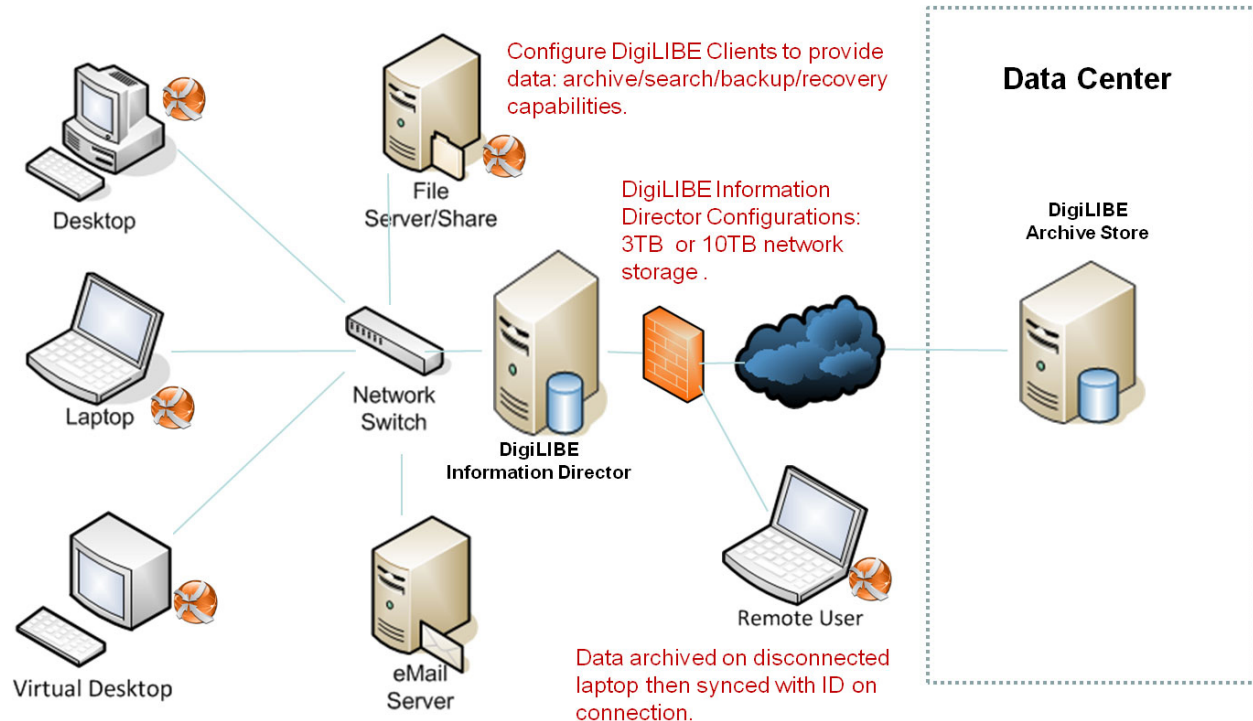
The Information Director is the key component in digiLIBE for managing and controlling the work processes in your organization. The Information Director categorizes the data from the digiLIBE Client. It is at the Information Director where further deduplication and content indexing occurs, retention/deletion management policies are applied, and compression/encryption is performed on the data. At this point, you now have a digiLIBE information object ready for archiving. All of this is done totally transparent to the user. Employing the Information Director's continuous-archive function eliminates the possibility of exceeding any local storage capacity because the system works seamlessly between the Information Director and the Archive Information Store. digiLIBE also provides the capability to manage information created through the use of information policies defined to support compliance and regulatory requirements.



Archive Information Storage

Once an information object is created at the Information Director, it is automatically sent on for archiving to the Archive Information Store. Unlike classic backup-and-recovery solutions, where it is impossible to do immediate search and e-discovery, the digiLIBE Archive Store provides for automatic, real-time data-archiving and data-backup capabilities for your unstructured data.

Architecture



Digitiliti Confidential

About Digitiliti, Inc.

Digitiliti develops and sells innovative archive-management software that addresses the cost, complexity, and compliance issues associated with controlling and utilizing unstructured data. The company's products and services are easy to use and implement, cost-effective, and deliver the right information needed for more-informed, fiscally responsible business decisions. Digitiliti services include digiBAK™, a complete [offsite data protection/disaster-recovery solution](#), and its unique Universal Archive Platform digiLIBE that allows customers to extract and use the valuable business knowledge hidden in their unstructured content. Digitiliti markets and sells its software solely through its worldwide network of channel partners. For more information, visit: www.digitiliti.com.