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## Key Highlights

- Attachment Conversion to Secure Link
- Policy Based Control
- Optimize Storage Capacity of Mail Server and PSTs
- Cost Reduction due to reduced storage requirement
- Vaultize's Smart de-duplication technology
- Multiple Viewing Options
- Access Management
- Sharing & Replacement
- Geo & IP Fencing
- No Limit on the file size

# Vaultize Outlook Plug-in

## Background

For several decades, email attachments have been the most popular and easy way of sharing files. Microsoft Exchange and Outlook have been the most popular messaging and collaboration solutions. With the increased dependence on email, end users have been facing a lot of issues trying to deal with attachments. Exchange by default limits the size of the attachments, which makes sharing of large files very difficult.

Corporate users are falling prey to consumer file sharing solutions like Dropbox and Hightail. Due to this, corporate data is moving to third party clouds, which are not under IT control - hence posing potential security, data loss and compliance risks to enterprises. Attachments contribute the most to sizes of PST on user endpoints. Large PST files slow down Outlook and make it difficult for users to work efficiently.

Additionally if confidential or sensitive files are shared outside the organisation by mistake, it is nearly impossible for the user or the administrator to revoke or block the attachments. In newer Exchange versions, one can revoke an entire message only if the receiver also uses an Exchange version that supports revocation. Also, it is not possible to set an expiry for an attachment in terms of number of accesses or downloads based on date and time. It is also not possible to control the access rights on attachments such that certain recipients are restricted to only certain types of accesses, like view-only and only DRM downloads.

## What's in it for IT?

With data volumes growing exponentially year after year, IT administrators have been facing a lot of issues in controlling attachments and data shared through attachments. IT administrators have limited or no control on the attachments using transport rules. It is very important for administrators to be able to define policies especially for the data being shared outside the organisation, to ensure internal and external regulatory compliance.

IT administrators have no control on how attachments can be accessed or used. Once data leaves the organisation, IT cannot track who is accessing the data from where and how. This kind of tracking is very useful for regulatory purpose and when required to analyze data loss issues.

Attachments are the major contributors to the Exchange mailbox sizes. IT administrators have to make provision for huge amount of primary storage and given the poor de-duplication at the Exchange server, the cost associated increases tremendously resulting in increased expenses.

Vaultize Outlook plug-in makes Outlook clients more efficient while providing IT with better control over file sharing. The plug-in replaces email attachments with secure links - freeing up email storage (both in mailbox and email server) and network bandwidth. All shared files are securely stored (and only once) on Vaultize server/cloud and a link is automatically inserted in the email. Corporate IT can also set policies for auto-conversion of attachments to secure links.

## Vaultize Outlook Plug-in features:

**Attachment Conversion to Link :** Convert attachments into secure links. Even large attachments can be added to your email quickly because of Vaultize global de-duplication and WAN optimization technology.

**Policy Based Control :** Policy based auto-conversion of email attachments to links – improving security, network usage and storage utilization. Attachment replacement policies can be based on the size of attachments, sender and recipients of the email.

**Optimize Storage Capacity of Mail Server and PSTs :** Save server and mailbox storage by up to 90% and reduce network utilization using Vaultize's Smart de-duplication technology.

**Multiple Viewing Options :** Files are accessible to users through web browser and online document viewer.

**Access Management :** Set access rights on the links – restrict access to sender and receiver only, restrict access or downloads or make files view-only through online document viewer.

**Sharing & Replacement :** IT control over the use of plug-in using policies for attachment replacement and sharing.

**Geo & IP Fencing :** Access Control with Geo and IP fencing and track all accesses to the files with Geo and IP tracking.

**No Limit on the file size :** Vaultize does not limit the size of attachments and hence users can share files of any size.

## Vaultize is available through multiple deployment options.

### Cloud-in-a-Box Appliance

Vaultize Cloud-in-a-Box Appliance is industry's first purpose-built appliance for file sharing and secure access. It is built on enterprise-grade rack-mountable servers with an optimized combination of processor, memory and storage for performance. The appliance reduces deployment time and avoids the complexity of managing disparate hardware and software components.

### Private Cloud/On-Premise

Vaultize Private Cloud deployment is ideal for businesses that (a) are unable to utilize public cloud due to regulatory or compliance requirements, (b) have redundant storage/server hardware that can be utilized for business purposes. In this option Vaultize server software is deployed on the hardware provided by the customer, with the configuration recommended by Vaultize. For deployments with less than 1500 users, it is deployed with a single server (dedicated or VM). For a higher configuration, a highly-scalable cloud can be implemented using multiple servers and storage options (including storage from cloud providers).

### Public Cloud

Vaultize is hosted in the world-class data centers that are compliant with SAS 70 Type II, PCI DSS and ISO 27001 standards, and also are Safe Harbor certified. Vaultize Public Cloud is designed to be secure, scalable and reliable. Vaultize provides 99.5% up-time guarantee with server deployment across data centers in different disaster zones in the USA. It also provides 3-way redundancy for data by storing the data at minimum 3 locations across different disaster zones.