

# Cloud Email Archiving

## 1. Introduction

There are no objections to the fact that email is the standard communication tool used by businesses. Whether they involve internal communications or staying in contact with suppliers or potential customers, emails contain important- and at times confidential- information which may be needed in the future.

### a. What is the "real" meaning of an email archive?

An email archive is a repository that provides a secure way to save email for legal purposes and in compliance with regulations. Thus, a "real" email archiving system extracts the content and attached files from inbound and outbound emails and stores them in a "read only" format after indexing them. The purpose is to ensure that the records archived preserve their original appearance.

In order to ensure that a company has a centralized and available copy of all of its emails, Email Archiving solutions adopt an active approach by providing extra protection against accidental or intentional email deletions by end users. Whenever evidence is required in a lawsuit, email archiving replaces searching among the personal files of each and every one of the company's computers.

It is important to remember that creating a backup copy and an email "archive" serve two different purposes. The difference between backup and archiving is: a backup is designed to protect data from failures or disasters whereas email archiving protects the data in such a way that they can be recovered when needed. The cost of searching through electronic records as a part of a discovery process when backups are made can be very high as it could take months of work by IT personnel to analyze the backup tapes. On the other hand, email archiving systems provide advanced search and recovery functions that permit email system administrators to track emails in a time and cost-efficient manner.

Administrators can establish access restrictions to the email archiving system. As a result, these restrictions guarantee the integrity and privacy of the data in compliance with legal regulations as well as the security and protection of intellectual property rights.

## 2. Cloud Email Archiving

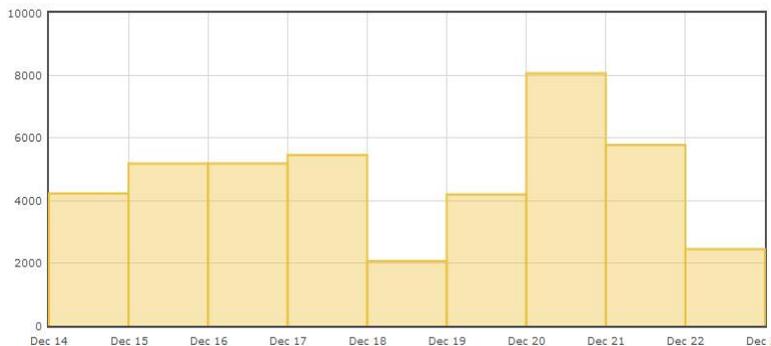
Cloud Email Archiving is a solid and reliable solution for companies that need an archiving system for all of their email. It covers all kinds of needs - whether this may be maintaining company security, complying with existing laws on email communications or the need for a simple search of all of its users' email traffic.

Cloud Email Archiving can be configured to store any email traffic that is sent to or received by your MTA. Emails are arranged and displayed via a professional and intuitive interface that is accessible to the system administrator.

### a. What can I do with Cloud Email Archiving?

With Cloud Email Archiving, you will be able to:

- ✓ Implement Cloud Email Archiving within your system as a Smart-host or a transparent file.
- ✓ Track email statistics on an intuitive interface with graphs.
- ✓ Search for emails by subject, date, sender or recipient.



Statistics on emails received in the archive by day

## b. Architecture

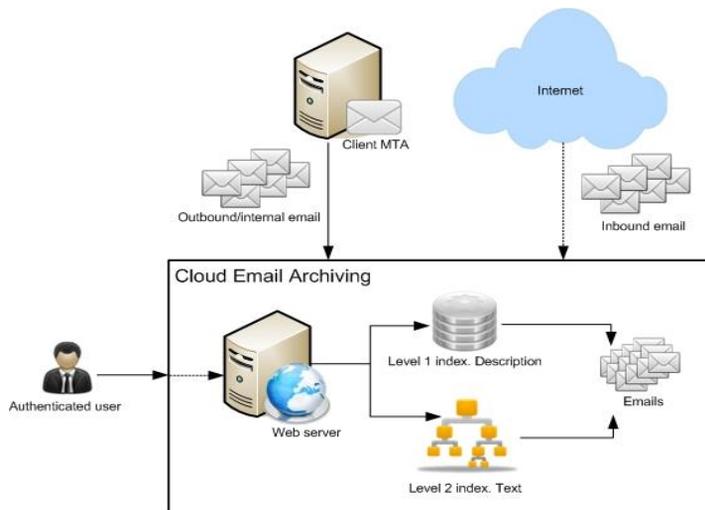
Cloud Email Archiving archives emails from external MTA's such as Microsoft Exchange, Postfix, Sendmail, Exim and others that accept SMTP traffic.

With the "private cloud" model, SPAMINA Email Archiving can run on any network server assuming it has a TCP/IP connection to the company's email server. For performance reasons and in order to make as few changes as possible to the server where the customer's MTA is hosted, it is recommended that SPAMINA Email Archiving run on a dedicated server.

In addition to email archiving, Cloud Email Archiving provides a web interface (mentioned further on as an "administration panel") which is used for email search and recovery as well as to configure the product. Access to this administration panel is restricted to authenticated users. An authenticated user may be: a company administrator, a domain administrator, an auditor or an end user that has been granted privileges to access his/her emails in the archive.

Each one of these users has different access restrictions which will be covered in the section entitled "Configuration". The Cloud Email Archiving architecture features the following components:

- ✓ Configuration and search web interface.
- ✓ Indexes that provide quick access according to:
  - Descriptive elements: dates, subjects, senders and recipients.
  - Text of the body of the email.
- ✓ Physical email repository.
- ✓ SMTP server for reception / mailing.



Cloud Email Archiving general architecture.

## c. How It Works

Cloud Email Archiving is a solution that includes all the resources necessary to quickly capture, index, store, search for and recover inbound, outbound and internal email as well as attached files.

Cloud Email Archiving is hosted on the Spamina servers and provides customers with the archiving service via the Internet. Company administrators may use their preferred web browser to access the archiving system search console. The changes that must be made to the customer's environment are minimal and depend on the email server used at their company.

Additionally, Cloud Email Archiving provides flexible mechanisms to interact with mail servers such as Microsoft Exchange, Postfix, Lotus Domino, and Zimbra, allowing a greater degree of control over the mail to be archived and minimizing the time and dedication needed for the IT Manager.

Also utilities are available for extracting emails from databases of emails, PST and MBOX format, and import them in the mail file repository. Thus it's possible to incorporate the organization's historical mail to archiving system and receive the benefits of search, location and email access.

Cloud Email Archiving generally works as summarized below:

1. Inbound, outbound and internal email is stored in the Cloud Email Archiving repository.
2. For inbound email:
  - ✓ If the customer is using Cloud Email Firewall, then a copy of each valid email (never spam) will be stored in the archiving system.
  - ✓ If the customer is not using Cloud Email Firewall, then a few changes will be required to the customer’s environment so that a copy of inbound emails are sent to the archive.
3. In order to be able to store outbound email in the archive, one of the following alternatives may be chosen:
  - ✓ Configure the company’s SMTP so that it uses Cloud Email Archiving as a smart-host.
  - ✓ Configure the company’s SMTP so that it sends a copy of each outbound email to Cloud Email Archiving.
4. The emails sent to Cloud Email Archiving are indexed and archived.
5. Users may access the Cloud Email Archiving search console by using their preferred web browser.
6. The search tool (shown in Figure 4) allows you to make queries based on various criteria (sent and received date ranges, sender, recipient, subject and email content).

Search Form



### Configurations

Considering the following variables:

- ✓ Service mode (cloud, private cloud).
- ✓ Integration with email firewall (yes, no).
- ✓ Mode in which the customer’s email server can deliver emails to the archiving system (with journaling, without journaling).
- ✓ “Journaling” refers to the functionality that permits an MTA to send a copy of all emails that go through it.

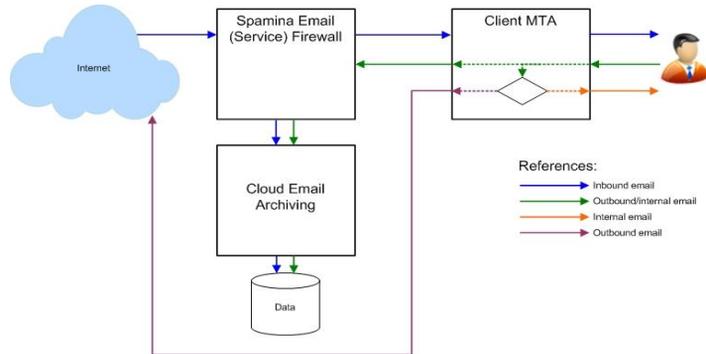
It’s possible to define the various types of configuration shown in Table 1:

<b>CLOUD MODE</b>	<b>Integrated with EF</b>	With journaling
		Without journaling
	<b>Not integrated with EF</b>	With journaling
		Without journaling
<b>PRIVATE CLOUD MODE</b>	<b>Integrated with EF</b>	With journaling
		Without journaling
	<b>Not integrated with EF</b>	With journaling
		Without journaling

Given that the service mode makes no difference as far as the configuration that must be done, this distinction will be ignored in the means of configuration outlined in the following sections.

#### d. Integrated with Email Firewall

##### Customers with journaling

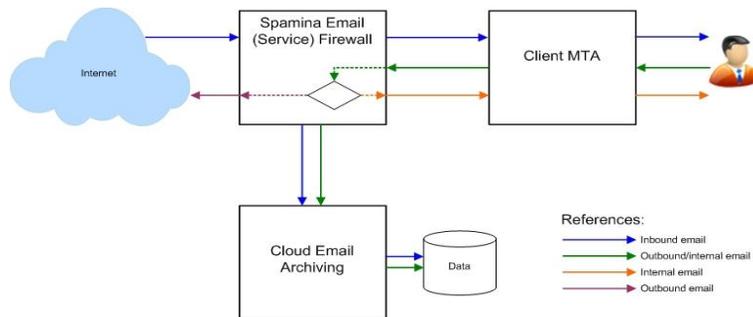


Integración con firewall de correos, cliente con journaling

“Journaling” refers to the functionality that permits an MTA to send a copy of all emails that go through it.

- ✓ Inbound emails are filtered by the email firewall and then delivered to the customer's MTA.
- ✓ Only valid inbound emails (never spam) are sent to the archiving system.
- ✓ The customer's MTA sends all outbound email to the email firewall, which then sends it to the archiving system and without doing any extra processing. The customer's MTA is responsible for:
  - Sending a copy of outbound emails only to the email firewall.
  - Delivering email to external accounts.
  - Delivering email to local accounts.

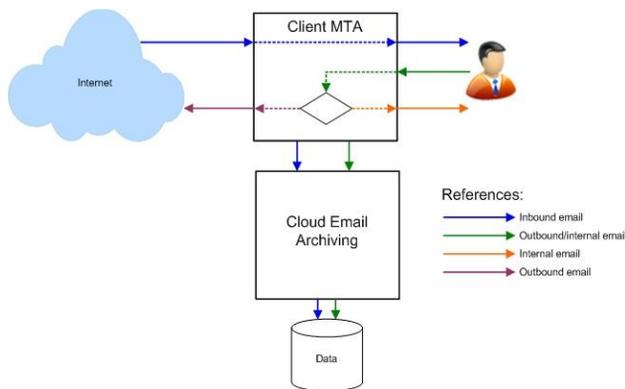
##### Customers without journaling



- ✓ Inbound email is filtered by the email firewall and then delivered to the customer's MTA.
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- ✓ The customer's MTA sends all outbound email to the email firewall, which then sends it to the archiving system and without doing any extra processing. The customer's MTA is responsible for:
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  - Delivering email to local accounts.

**e. Not integrated with Email Firewall**

Customers with journaling

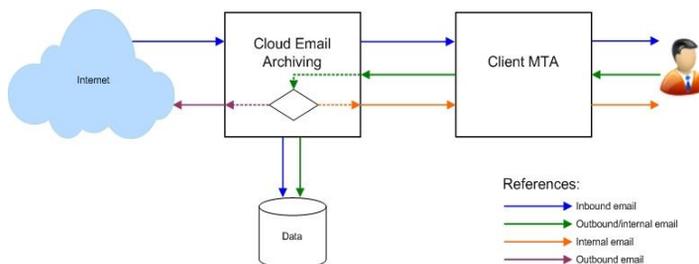


Not integrated with email firewall, customer with journaling.

The customer's MTA sends all inbound and outbound email to the archiving system. The customer's MTA is responsible for:

- ✓ Sending a copy of all inbound and outbound email to the archiving system.
- ✓ Delivering email to external accounts.
- ✓ Delivering email to local accounts.

Customers without journaling



Not integrated with email firewall, customer without journaling

- ✓ Inbound email is delivered to the archiving system which then delivers it to the customer's MTA after storing a copy.
- ✓ The customer's MTA sends all outbound email to the archiving system, which in turn:

- Stores a copy of the email.
- Purely outbound email is sent to the Internet.
- Internal email is sent to the customer's MTA via LMTP.

**f. Benefits**

**Powerful:** Cloud Email Archiving provides powerful and flexible tools to cover administrative needs. It offers searches by several categories, graphics and tools for archive administration.

**Secure:** Given the potential sensitivity of email content, it's vital that quick and reliable access to the information is guaranteed. Cloud Email Archiving makes it easier to save emails and comply with regulations as it provides advanced search and indexing features, connections and secure storing, graphics and tools to configure archiving behaviours and a simple, intuitive interface that allows you to quickly obtain answers to queries.

**Lightweight:** A user interface that is as professional as it is lightweight, along with a portable backend make it so that Cloud Email Archiving can be configured to be used with any standard email server. Configuration is quick and the user interface, friendly.

### Free Evaluation

Spamina services can be easily and freely evaluated before committing to any subscription period. Just provide us with some simple details via an online sign-up form and we can have a free 15-day trial of any of the services up and running for you within 24 hours. Full reporting services are provided to help you learn what is going on with your email and Web usage and understand all that Spamina has to offer. There is no obligation to subscribe and it is quick and easy to disconnect the service if you don't wish to continue.

Request your evaluation at [marketing@spamina.com](mailto:marketing@spamina.com)

### About Spamina

Spamina is the first company to provide a proprietary, integrated Security as a Service solution for cloud-based Web and email security featuring a common Web management and reporting console. Our mission is to provide clients with accessible, easy to understand security services that secure their Internet world and enable them to complete their business in safety and privacy – whether their enterprise is large or small. Our security services utilize sophisticated, patented, real-time content analysis technologies developed and refined over the last 10 years to ensure maximum threat protection. Our approach to how we deliver this technology and enable clients to access, manage and report on their email and Web usage is to provide simple, easy to use services. This is key to ensuring that our clients understand and receive the maximum returns and benefits of Spamina SaaS.

### Contact Spamina

For further information contact us at:  
[marketing@spamina.com](mailto:marketing@spamina.com)