

Symantec Enterprise Vault 8.x for Exchange

COURSE DESCRIPTION

The *Symantec Enterprise Vault 8.x for Exchange* course is designed for system administrators tasked with installing, operating, integrating, and monitoring the day-to-day performance of Enterprise Vault within their Exchange 2007 environments. This five-day, instructor-led, hands-on class covers how to install, configure, and use Enterprise Vault. Students will learn about the product's functionality and Enterprise Vault's operations and features. Advanced topics include the use of audits, management and reporting, backing up and restoring the components of Enterprise Vault, and file system archiving. After you complete this course, you will know how to install, configure, manage, monitor, and maintain Enterprise Vault.

Note: This course does *not* cover the NetBackup Vault option that is used to automate tape rotation.

Delivery Method

Instructor-led

Duration

Five days

Course Objectives

By the end of this course, you should be able to:

- Describe the purpose and benefits of Enterprise Vault.
- Describe the components of Enterprise Vault.
- Install and configure Enterprise Vault.
- Configure and customize Enterprise Vault client tools for Outlook and Outlook Web Access (OWA).
- Enable Vault Cache for offline access.
- Archive Exchange user and journal mailboxes as well as public folders.
- Archive the contents of personal store (PST) files.
- Update, rebuild, and manage indexes.
- Configure audit logs.
- Use Enterprise Vault monitoring and reporting tools.
- Back up and restore Enterprise Vault data.
- Set up and use File System Archiving.

Who Should Attend

This course is for system administrators, system engineers, technical support personnel, and system integration/development staff who are responsible for installing, operating, or integrating Enterprise Vault within their Exchange 2007 environment.

Prerequisites

You should have a working knowledge of Windows with some system administration experience. Basic familiarity with Exchange/Outlook is sufficient, while an understanding of SQL Server, Exchange 2007 and Active Directory as a power user or administrator is useful.

Hands-On

This course includes practical hands-on exercises that enable you to test your new skills and begin to transfer them into your working environment.

COURSE OUTLINE: Install, Configure & Deploy

Introduction to Enterprise Vault

- Enterprise Vault Overview
- Enterprise Vault Functions
- Enterprise Vault Architecture

Installing and Configuring Enterprise Vault

- Basic Design and Implementation
- Installation Prerequisites
- Installing Enterprise Vault
- Configuring Enterprise Vault
- Configuring Administration Access

Configuring Vault Storage

- Setting up Enterprise Vault Site Properties
- Creating a Vault Store Group
- Configuring Vault Store Partitions
- Configuring Collection

Configuring Mailbox Archiving: Policies and Retention

- Configuring Policies
- Defining Retention and Deletion

Configuring Mailbox Archiving: Provisioning and Processing

- Granular Provisioning
- Enabling Mailboxes for Archiving
- Verifying Archiving Status

Managing Client Access: Outlook Clients

- Using Outlook with Enterprise Vault
- Installing Outlook Add-ins
- Customizing Outlook
- Using Archive Explorer and Searches
- Using Non-Outlook E-mail Clients

Managing Client Access: Outlook Web Access (OWA)

- OWA Client Overview
- Installing and Configuring OWA Extensions
- Supporting OWA Secure and Resilient Configuration

Implementing Vault Cache

- Vault Cache Overview
- Configuring Vault Cache
- Vault Cache Options

Managing Journal and Public Folder Archiving

- Journal Archiving Overview
- Configuring Journal Archiving
- Managed Folder Architecture
- Configuring Managed Folder Archiving

Migrating PST Files

- Introduction to PST Migration
- PST Migration Tools
- Migrating with Locate, Collect, and Migrate
- Migrating with Client-Driven PST Migration

Managing File System Archiving

- Task-Based File System Archiving
- Configuring File System Archiving
- Creating Archive Points
- Accessing Archived Files and Managing Orphaned Shortcuts
- Pruning File Versions in Archives

Managing File Lifecycle

- File Lifecycle Management
- Managing FSA Retention Folders
- Using FSA File Blocking
- FSA Reporting

COURSE OUTLINE: Manage & Administer**Managing Indexes**

- Indexing Overview
- Tools for Managing Indexes
- Managing Item Granularity

Configuring Auditing

- Establishing Audit Logs
- Viewing Audit logs
- Managing Audit Logging
- Audit Logging for Searches

Monitoring Enterprise Vault

- Monitoring with Enterprise Vault Operations Manager (EVOM)
- Managing Enterprise Vault Reporting
- Viewing Event Logs
- Monitoring Performance
- Working with Symantec Support

Backing up and Recovering Enterprise Vault

- Backing Up Required Enterprise Vault Components
- Determining Backup Schedules
- Selecting Backup Options
- Recovering Enterprise Vault
- Maintaining Enterprise Vault Availability