

Symantec Enterprise Vault 8.x for Exchange: Administration

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
- Running the Configuration Wizard
- Configuring Administration Access

Configuring Vault Storage

- Archive Storage Overview
- Creating a Vault Store Group
- Configuring Vault Store Partitions
- Setting Up Enterprise Vault Site Properties

Configuring Mailbox Archiving: Policies and Retention

- Mailbox Archiving Overview
- Configuring Mailbox Policies
- Configuring Desktop Policies
- Defining Retention and Deletion

Configuring Mailbox Archiving: Provisioning and Processing

- Granular Provisioning for Exchange Mailbox Archiving
- Enabling Mailboxes for Archiving

Managing Client Access: Outlook Clients

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

Managing Client Access: Outlook Web Access (OWA)

- Outlook Web Access (OWA) Overview
- Installing and Configuring OWA Extensions: OWA 2003
- Installing and Configuring OWA Extensions: OWA 2007
- Using and Customizing OWA

Implementing Vault Cache

- Vault Cache Overview
- Configuring Vault Cache
- Using Vault Cache
- Using Windows Desktop Search (WDS)

Configuring Journal Archiving

- Journal Archiving Overview
- Configuring Exchange Journal Archiving

Configuring Public Folder Archiving

- Public Folder Archiving Architecture
- Configuring Exchange Public Folder Archiving

Migrating PST Files

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

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

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

Configuring Auditing

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

Monitoring Enterprise Vault

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

Backing up and Recovering Enterprise Vault

- Enterprise Vault Components to Back Up
- Configuring Collection
- Backup Mode
- Recovery Procedures
- Maintaining Availability Using Enterprise Vault

Managing File System Archiving

- File System Archiving
- Configuring File System Archiving
- Creating Archive Points
- Accessing Archived Files
- Deleting Orphaned Placeholders
- Pruning File Versions in Archives

Managing File Lifecycle

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