

Digital Retention Solutions from Zasio Enterprises

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Wherever there are large quantities of data, retention is needed!

In the computing environments of every large organization, the “digital closets” are getting bigger and bigger. Sure, media capacity has been growing while the cost of digital storage has been declining; but that doesn’t mean that organizations should keep everything forever! On the contrary, in most large computing environments the total cost of data ownership is going up, not down! Also, uncontrolled accumulations of digital data increase the cost and complexity of e-discovery.

There is only one way to address these problems and their associated risks; get rid of obsolete data as soon as possible! The only effective way to do that is to systematically develop record retention policies that satisfy all legal and operational requirements. This is the business of Zasio Enterprises.

Today's biggest data retention challenges . . .

Nearly always, organizations lack the rules, tools, and implementation strategies to rid themselves of useless data. Today, the biggest records retention challenges involve unstructured content—computer-processible information that is not contained in databases.

Zasio Enterprises has the answers to these data retention problems. We have practical, easy-to-implement strategies for applying retention rules to:

- **E-mail**
Our retention strategies are designed to minimize employee decision-making while ensuring the retention of e-mail needed to meet business and legal needs.
- **PSTs**
Wherever they exist, this type of content is a records retention nightmare. Every organization that faces e-discovery challenges should look for ways to mitigate the risks associated with PSTs.
- **Fileshares and SharePoint sites**
Unless retention rules have been applied, these repositories are under-managed.
- **Backup data**
Too often, indefinite retention is the order of the day! But as backup data is, by definition, duplicative and used only for system restoration purposes, short retention is advisable.

The best retention compliance solution available . . . from any source!

- Zasio's suite of records management software products are designed to provide state-of-the-art retention solutions across all media types and formats.
- Our library of retention laws and regulations is worldwide in scope!
- Our retention rules and legal research have been audited by one of the top law firms in the United States . . . and we passed, with flying colors!

Want to know more about how Zasio Enterprises can help your organization manage the life cycle of its records through records retention solutions?

Contact us at:

visit www.zasio.com

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