



Enterprise Computing Solutions - Education Services

## TRAINING OFFERING

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**You can reach us at:**

Arrow ECS B.V., Kromme Schaft 5, 3991 AR Houten, The Netherlands

Email: [education.ecs.nl@arrow.com](mailto:education.ecs.nl@arrow.com)

Phone: +31 20 582 6109



# Veritas Enterprise Vault 12.3:Administration

CODE:	LENGTH:	PRICE:
VER_EV-12.X A	40 Hours (5 days)	€3,100.00

## Description

The Veritas Enterprise Vault 12.3: Administration course is designed for system administrators tasked with operating, integrating, and monitoring the day-to-day performance of Enterprise Vault within a Microsoft Exchange environment. This five-day, instructor-led, hands-on class covers Enterprise Vault's functionality, operations and features. Additional topics include using reports, basic management, classification, and an overview of Enterprise Vault backup and restore requirements. After you complete this course, you will know how to, manage, monitor, and maintain Enterprise Vault.

### Delivery Method(s)

- Instructor-led training (ILT)
- Virtual instructor-led training (VILT)
- Learning Lab

### Duration

- Instructor-led training - ILT: 5 days, including 6 months of lab access
- Virtual instructor-led training - VILT: 5 days, including 6 months of lab access • Learning Lab – Self-paced lesson guide plus 6 months of lab access

## Objectives

By the end of this course, you will be able to: • Describe the purpose and benefits of Enterprise Vault. • Navigate the Administration Console. • Describe the components of Enterprise Vault. • Manage Exchange targets. • Maintain mailbox archives and client settings. • Manage client access to archives. • Migrate PST files. • Maintain journal archiving. • Review and maintain Enterprise Vault storage. • Manage storage retention and deletion. • Manage Indexing. • Configure and manage classification. • Support Enterprise Vault Search. • Monitor and manage Enterprise Vault servers. • Outline Enterprise Vault backup and recovery.

## Audience

You must have a working knowledge of Microsoft Windows Server 2012 with some system administration experience. Basic familiarity with Exchange/Outlook is sufficient, while an understanding of Microsoft SQL Server, Exchange, and Active Directory as a power user or administrator is useful. An optional prerequisite is taking the Veritas Enterprise Vault 12.x: Implementation and Deployment class. This 4-day course covers the topics of installing, upgrading and migrating for Enterprise Vault 12.x implementations. Veritas Enterprise Vault 11.x: Implementation and Deployment can be substituted for the 12.x version.

## Prerequisites

You must have a working knowledge of Microsoft Windows Server 2012 with some system administration experience. Basic familiarity with Exchange/Outlook is sufficient, while an understanding of Microsoft SQL Server, Exchange, 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.

## Programme

- | Lesson 1: Introduction to Administering Enterprise Vault | Labs   |
|--|--|
| • Enterprise Vault: Overview                             | • Exercise A: Investigate how Enterprise Vault works for users |
| • Administering Enterprise Vault: Overview               | • Exercise B: Explore the Enterprise Vault environment         |
|  | • Exercise C: Enabling Enterprise Vault auditing               |

## Lesson 2: Maintaining Exchange Targets and Tasks

- Exchange targets and tasks: Overview
  - Adding Exchange targets
  - Maintaining and monitoring required tasks
  - Archiving from an Exchange DAG
- Labs
- Exercise A: Examine the Exchange Target configuration
  - Exercise B: Maintain and monitor Exchange Tasks

## Lesson 3: Managing Mailbox Archiving

- Determining what is archived from targets
- Applying archiving options to mailboxes

Labs

- Exercise A: Determining the Mailbox Policies and Provisioning Groups assigned to users
- Exercise B: Creating and maintaining Mailbox Policies
- Exercise C: Creating and maintaining Provisioning Groups
- Exercise D: Testing the new settings

## Lesson 4: Managing Enterprise Vault Client Settings

- Managing client settings
  - Adding new users to the Enterprise Vault environment
- Labs
- Exercise A: Managing client settings
  - Exercise B: Enabling users for archiving

## Lesson 5: Managing Client Access – Outlook

- Accessing Enterprise Vault archived items: Overview
- Supporting Exchange client access: Outlook

Labs

- Exercise A: Explore Outlook Enterprise Vault Add-In behavior
- Exercise B: Customizing Outlook using Enterprise Vault Policy Manager (EVPM)

## Lesson 6: Managing Client Access – Vault Cache and Virtual Vault

- Vault Cache and Virtual Vault: Overview
  - Supporting Exchange client access: Vault Cache
  - Supporting Exchange client access: Virtual Vault
- Labs
- Exercise A: Administer Vault Cache
  - Exercise B: Enabling Vault Cache and Virtual Vault
  - Exercise C: Manage Vault Cache and Virtual Vault

## Lesson 7: Managing Client Access – Office Mail App and OWA

- Accessing Enterprise Vault archived items: Overview
  - Supporting Exchange client access: Office Mail App
  - Supporting Exchange client access: Outlook Web App (OWA)
- Labs
- Exercise A: Investigate the Enterprise Vault Office Mail App
  - Exercise B: Apply the Enterprise Vault Office Mail App

## Lesson 8: Maintaining Journal Archiving

- Journal archiving overview
  - Monitoring journal archiving
  - Managing journal archiving
- Labs
- Exercise A: Investigating how journal archiving works
  - Exercise B: Monitoring Journal Archiving
  - Exercise C: Maintaining Journal Archiving
  - Exercise D: (Optional) Explore SMTP Journal Archiving

## Lesson 9: Migrating PST Files – Introduction

- PST migration: Overview
  - Using PST migration tools
  - Configuring PST settings
- Labs
- Exercise A: Preparing for PST migration

## Lesson 10: Migrating PST Files – Performing Migrations

- Migrating with client-driven PST migration
  - Migrating with server-driven PST migration
- Labs
- Exercise A: Using server-driven PST migration

## Lesson 11: Maintaining the Enterprise Vault Environment

- Monitoring and maintaining the Enterprise Vault server
  - Maintaining database resources
- Updating the environment
- Labs
- Exercise A: Monitoring the Enterprise Vault environment
  - Exercise B: Maintaining database resources

## Lesson 12: Maintaining Enterprise Vault Storage I

- Archive storage overview
  - Determining current storage state and usage
  - Expanding the storage configuration
- Labs
- Exercise A: Explore Enterprise Vault storage configuration
  - Exercise B: Add storage to the Enterprise Vault environment
  - Exercise C: Determine current storage usage

## Lesson 13: Maintaining Enterprise Vault Storage II

- Maintaining storage locations
  - Modifying storage
- Labs
- Exercise A: Maintain storage components
  - Exercise B: Monitor and manage the Storage Queue
  - Exercise C: (Optional) Move an archive to a different Vault Store

## Lesson 14: Managing Storage Retention and Deletion

- Managing storage retention and expiry
  - Managing expiry and deletion
  - Working with retention categories and retention plans
  - Implementing Record Management
- Labs
- Exercise A: Examine Retention and Expiry settings
  - Exercise B: Maintain Retention and Expiry
  - Exercise C: Use Record Management
  - Exercise D: Configure Retention Folders
  - Exercise E: (Optional) Investigate single instance storage

## Lesson 15: Managing Indexes

- Index overview
  - Monitoring Indexes
  - Maintaining Indexes
- Labs
- Exercise A: Monitor and maintain indexes
  - Exercise B: Manage indexes using the Manage Indexes tool

## **Lesson 16: Managing Classification**Labs

- Classification overview
- ICE prerequisites
- Information Classifier overview
- Configuring ICE classification
- Classification policies
- Exercise A: Enable Integrated Classification Engine (ICE)
- Exercise B: Setting up Veritas Information Classifier policies
- Exercise C: Configure Enterprise Vault to classify items
- Exercise D: Verify Classification functionality
- Exercise E: Use Classification to assign Retention Categories

## **Lesson 17: Managing Enterprise Vault Search**

- Enterprise Vault Search overview
- Supporting search Labs
- Managing archive permissions
- Configuring user deletion and recovery
- Exercise A: Examine and manage Enterprise Vault Search
- Exercise B: Manage user deletions and archive access

## **Lesson 18: Maintaining Monitoring and Reporting**Labs

- Managing monitoring
- Managing reporting
- Exercise A: Manage Enterprise Vault Reporting
- Exercise B: Use Enterprise Vault Auditing

## **Lesson 19: Disaster Recovery Overview**

- Backup overview
- Backing up Enterprise Vault components
- Recovering Enterprise Vault

## **Session Dates**

On request. Please [contact us](#)

## **Additional Information**

[This training is also available as onsite training. Please contact us to find out more.](#)