

# QStar Retention Manager for Disk

## MEET INTERNAL GOVERNANCE OR COMPLIANCE REQUIREMENTS

Due to corporate governance or compliance reasons, internal mandates or project life limitations, best practice recommends that files should be given a finite life by the organization that created them.

As a result, the ability to securely retain files for a pre-set time (often 5 to 7 years) has become an important concern for many organizations. Equally, the secure deletion of files at the end of that time must be managed.

## LOW COST ARCHIVING SOFTWARE FOR RAID OR DISK

QStar's Retention Manager for Disk software provides a very low-cost archiving solution for RAID or Disk that enables organizations to meet data retention regulations or internal governance policies.

The software enables organizations to create read-only, non-erasable files inside folders or subdirectories within the archive. This prevents files from being altered or deleted until the set retention time expires.

The software can be installed in a cost effective manner, using an existing server and disk storage infrastructure, eliminating the need to purchase new hardware or archive appliances.

## KEY FEATURES

- » Software can be installed on existing or non-dedicated disk or RAID
- » File properties can be converted to Read-Only (WORM)
- » Legal Hold feature prevents purging of files
- » Industry standard CIFS and NFS supported
- » Open System support for Windows, Linux, UNIX and Mac
- » Encryption or Digital Signature options extends file security

## BENEFITS

- » Create low-cost archive using existing disk or RAID
- » Reduce risk of unintentional or malicious deletion of business records and regulated data
- » Records are retained in accordance with your corporate governance policies and procedures
- » Easy data access and software integration. No proprietary API is required.

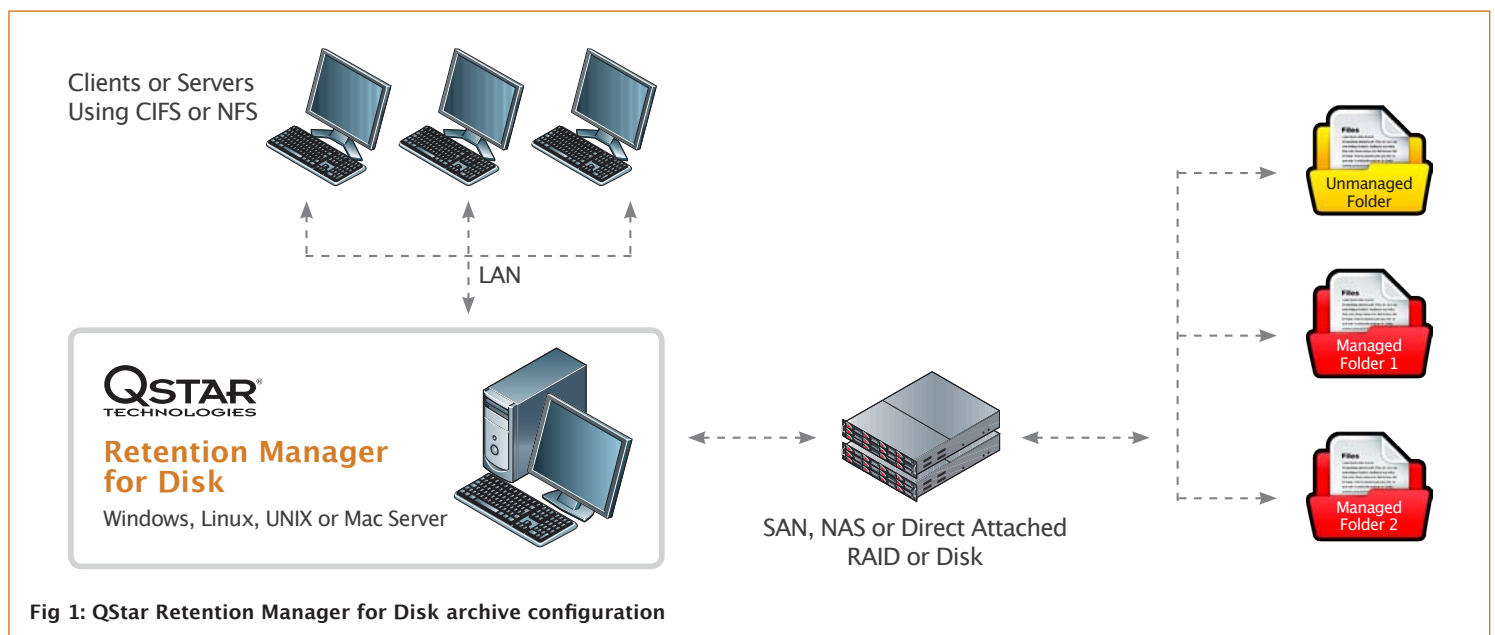


Fig 1: QStar Retention Manager for Disk archive configuration

# Retention Manager for Disk

## HOW IT WORKS

Once the software is installed on the server, multiple folders or subdirectories can be created within the archive, each with their own unique policies.

QStar Retention Manager for Disk allows organizations to create policies that match their individual desired workflow. Those policies include creating a “Grace Period”; the time that a file can be amended, renamed or deleted before being committed to the archive, and a “Retention Period”; the time that a file is stored in a read-only (WORM) format. The policy also defines what should happen to the file at the end of the Retention Period. Most commonly this is an automatic purge or possibly a switch back to a read / write format (non-WORM).

QStar Retention Manager for Disk provides a “Legal Hold” feature, which prevents files from being deleted after a discovery or court order has been issued.

## File Retention Timeline

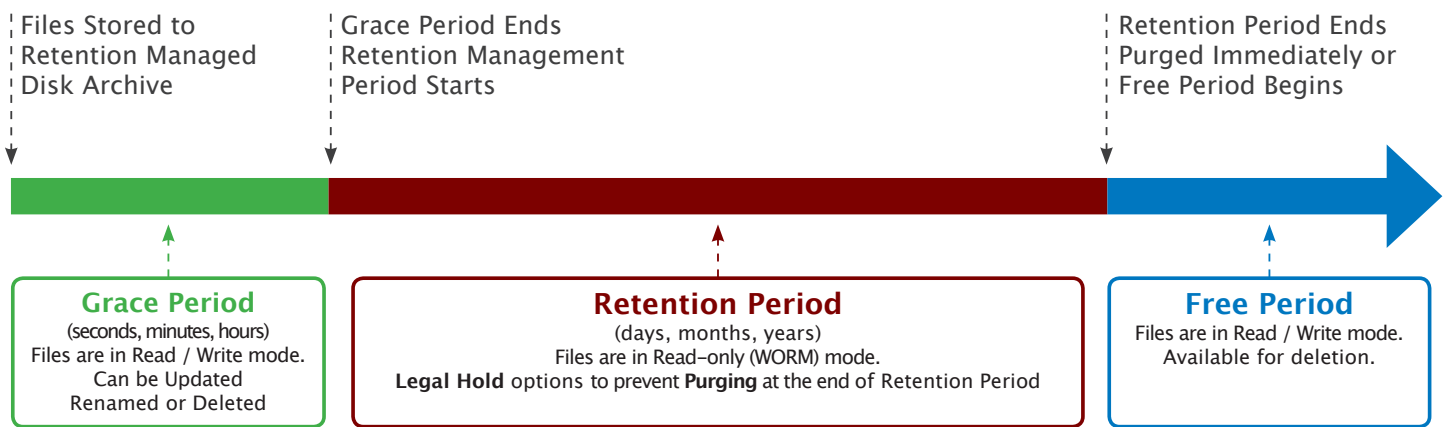


Fig 2: QStar Retention Manager for Disk - File Retention Timeline

The software prevents Administrators from changing permissions on the files within a managed folder. Once the Retention Period begins there is no way to delete specific files or folders. The software also monitors the system clock, preventing deletion through clock-tampering.

## ADVANCED FEATURES AND SCALEABLE OPTIONS

Retention Manager optionally supports encryption or digital signature to further enhance the security of the data stored. Access to files can be limited by using encryption. Only authorized users, with the correct encryption key, can open selected files.

At any time, Retention Manager for Disk can be upgraded to QStar HSM, QStar's Archive Management software that virtualizes many archive storage technologies. Each retention policy can be updated to use specific archive technology. Files on disk can be immediately copied to tape, optical, CAS, removable hard disk or Cloud. As capacity increases and the disk fills, files are automatically removed from the disk leaving only the metadata behind. Archived files are then retrieved from the archive technology.

### PLATFORM COMPATIBILITY

Supporting over 20 different versions of the following operating systems: Windows, UNIX, Linux, Mac OS X

### NETWORK PROTOCOLS

NFS, CIFS, HTTP, FTP

### SERVER PLATFORM

32 or 64 bit server platforms

For more information on how you can use QStar Retention Manager for Disk to meet internal governance or compliance requirements, contact your local QStar sales representative or authorized value-added reseller.



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