



DATASHEET

“We support a diverse community of users across our campus who need to collaborate using a variety of devices. Integrating our Xythos-based PantherFile service together with Zimbra can make that process easier and improve how we protect vital institutional content.”

Bruce Maas

Chief Information Officer
University of Wisconsin, Milwaukee

The Xythos Zimlet connects users directly to Xythos Enterprise Document Management Suite (EDMS) from within the Zimbra Collaboration Suite desktop environment. The collaborative capability of email is enhanced with easy drag and drop access to the Xythos document repository improving enterprise content security. Message content and file attachments can now be centrally stored, helping organizations better respond to compliance requirements while ensuring that content is more easily discovered, re-used and shared.

Benefits

Simplifies email archiving

The Xythos Zimlet eliminates barriers between email collaboration and document management and provides an easy method to centrally store and protect content of all types. Zimbra messages can be automatically stored and classified within Xythos according to business or regulatory requirements. Organizations migrating from client-based email packages, like Outlook will also eliminate potentially significant backup and support requirements related to protecting individual client PST files.

Eliminates email file attachments

Sensitive documents are frequently included as file attachments with email messages creating potential risk when exchanged between organizations. When multiple versions of these documents are shared the potential for exposure escalates. With the Xythos Zimlet, email attachments can instead be replaced with secure file links. Combined with integrated file version control and system auditing organizations can always know where their vital content is and who has access to it.

Improves security and compliance

The Xythos Zimlet introduces a complete solution for managing email, documents and records throughout their lifecycle – directly within Zimbra. This protects critical business information and intellectual property, aids in more efficient search and helps enforce corporate email policies. Organizations seeking proactive methods to reduce costs associated with eDiscovery requests can significantly benefit from standardizing and automating how Zimbra messages are stored and classified.



Easy to use

With the Xythos Zimlet, users can easily access documents and email from an enterprise-class web service no matter what device they are using. Incoming messages or entire Zimbra conversations can be saved to Xythos EDMS through simple drag and drop functionality and outgoing messages can be saved directly to Xythos EDMS with a click of the mouse.

Using the Xythos Zimlet

Save email messages or entire email conversations

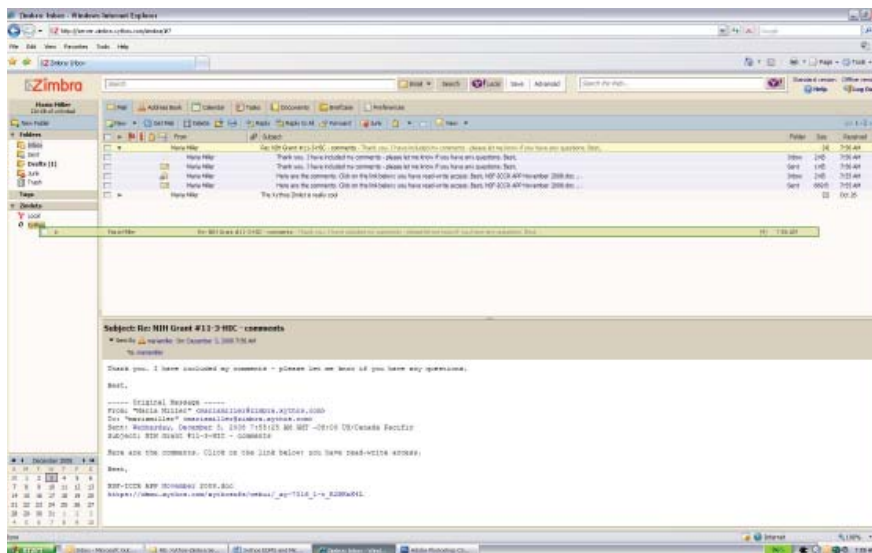
Xythos Zimlet makes it easy to store any email or email conversation. Simply drag and drop any email file over the Xythos Zimlet. Once the email is dropped on the Xythos Zimlet, the Xythos Browser will open and prompt the user for the appropriate folder location within EDMS. Permissions are enforced by showing only those folders which offer a minimum of read access. Xythos EDMS stores emails as MIME-encoded messages which means that the entire email is presented in the same format as in the Zimbra environment.

Save incoming emails with attachments

The Xythos Zimlet stores file attachments in separate folders to aid in the email archiving and search process. Once the email or email conversation is dropped on the Xythos Zimlet, the Xythos Browser will open and prompt the user to indicate the appropriate folder location. Each message and attachment is stored independently.

Save email metadata

Web 2.0 features enable users to select and manage metadata – or classification properties directly from within Xythos

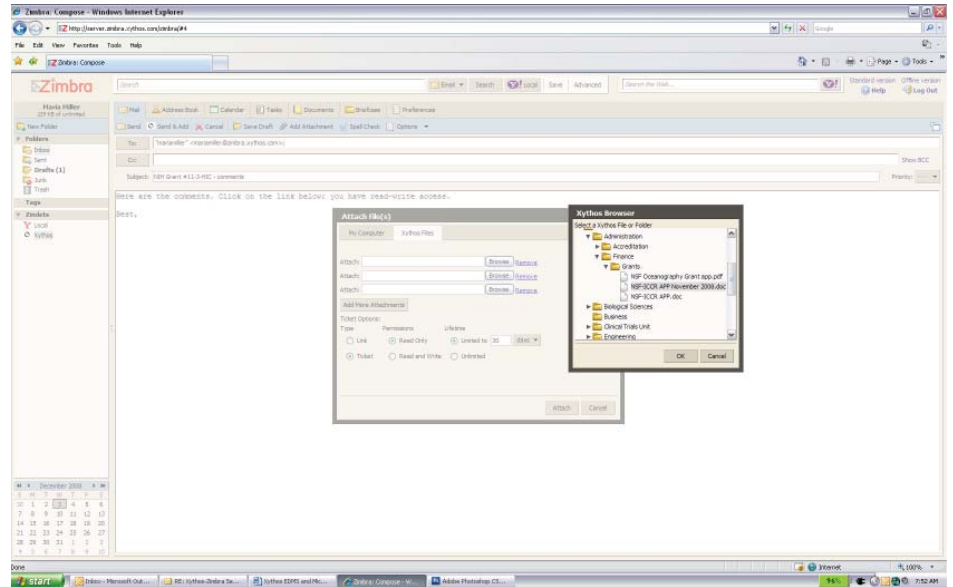


Simple drag and drop functionality enables all email communications to be safely archived in one central location.

EDMS. Searching for specific email messages or conversations becomes an easier task because all classification information is stored separately including items such as the message sender, recipient, subject line and date received.

Attach Xythos content to Zimbra email messages

Adding Xythos content to Zimbra message functions just like any normal email. Select the new message screen and create the message. Users can either add attachments from network drives or from Xythos EDMS by selecting the “Xythos Files” tab. Once the content is selected, the user has the option to send a secure web link without physically attaching the file. Selecting the secure link opens the document stored on a central server. This can eliminate issues related to version control and provide a historical record of activity associated with a document.



Improve protection and security even when sharing and collaborating on content with advanced document management features.

Send and add email messages to Xythos

The Xythos Zimlet enables users to send messages through the Zimbra Collaboration Suite and add them directly to Xythos for immediate archival. Users select the “Send and Add” button to select the appropriate folder within Xythos EDMS. When the email is sent, a copy of the message along with any content or links is automatically added to Xythos EDMS.

Eliminate barriers between email collaboration and document management

If organizations need to:

- Simplify the email archiving process
- Provide transparent access in an easy-to-use web interface
- Improve security and compliance
- Eliminate email file attachments

Consider Xythos

Find out more about how Xythos’ secure document management and collaboration solutions empower organizations to reduce costs, achieve complete accountability, and improve content collaboration initiatives. For more information, visit www.xythos.com.

For more information please call 1.888.4XYTHOS or visit www.xythos.com

Xythos Software 655 Montgomery Street, 16th Floor San Francisco, CA 94111