

Symantec Enterprise Vault 11.x for Exchange: Administration

COURSE DESCRIPTION

The *Symantec Enterprise Vault 11.x for Exchange: Administration* course is designed for system administrators tasked with operating, integrating, and monitoring the day-to-day performance of Enterprise Vault within their Exchange environments. This five-day, instructor-led, hands-on class covers the product's functionality and Enterprise Vault's operations and features. Additional topics include using reports, basic management, backing up and restoring the components of Enterprise Vault, and an introduction to troubleshooting. After you complete this course, you will know how to, manage, monitor, and maintain Enterprise Vault.

Delivery Method

Instructor-led

Duration

Five days

Course 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.
- Review and maintain Enterprise Vault storage.
- Add Exchange targets.
- Manage user archives and settings.
- Manage client access to archives.
- Maintain journal archiving.
- Manage indexes and search.
- Manage Enterprise Vault servers.
- Migrate PST files.
- Apply changes to the Enterprise Vault environment.
- Perform basic troubleshooting.
- Backup and restore Enterprise Vault data.

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 environment.

Prerequisites

You must 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, and Active Directory as a power user or administrator is useful.

Optional Prerequisite

Symantec Enterprise Vault 11.x: Implementation and Deployment. This 4-day course covers the topics of installing, upgrading and migrating for Enterprise Vault 11.x implementations.

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:

Lesson 1: Introduction to Administering Enterprise Vault

- How does Enterprise Vault work?
- Administering Enterprise Vault overview
- Managing administration security
- Administration Console overview

Lesson 2: Exploring the Enterprise Vault Environment

- Component overview
- Assessing the Enterprise Vault environment health

Lesson 3: Introduction to Enterprise Vault Storage

- Archive storage overview
- Determining current storage state and usage

Lesson 4: Maintaining Enterprise Vault Targets

- Adding Exchange targets
- Archiving from an Exchange DAG

Lesson 5: Managing Enterprise Vault User Archiving

- Determining what is archived
- Applying archiving options to mailboxes



Lesson 6: Managing Enterprise Vault User Settings

- Managing user settings
- Adding users to the Enterprise Vault environment

Lesson 7: Managing Client Access – Part I

- Accessing archived items: Overview
- Supporting Exchange client access: Outlook
- Supporting Exchange client access: Vault Cache and Virtual Vault

Lesson 8: Managing Client Access – Part II

- Accessing archived items: Overview
- Supporting Exchange client access: Office Mail App
- Supporting Exchange client access: OWA

Lesson 9: Managing Client Access – Part III

- Accessing archived items: Overview
- Supporting client access: IMAP

Lesson 10: Maintaining Journal Archiving

- Journal archiving overview
- Monitoring journal archiving
- Maintaining journal archiving

Lesson 11: Maintaining Enterprise Vault Storage

- Expanding the storage configuration
- Maintaining storage locations
- Modifying storage

Lesson 12: Managing Enterprise Vault Storage Retention and Deletion

- Managing storage retention and expiry
- Collection and Migration overview

Lesson 13: Managing Indexes and Search

- Index and search overview
- Monitoring Indexes
- Maintaining Indexes
- Supporting search

Lesson 14: Maintaining Enterprise Vault Servers – Part I

- Monitoring and maintaining an Enterprise Vault server
- Monitoring tasks and services
- Maintaining tasks

Lesson 15: Maintaining Enterprise Vault Servers – Part II

- Monitoring and maintaining message queues
- Maintaining database resources

Lesson 16: Migrating PST Files – Introduction

- PST migration: Overview
- Using PST migration tools
- Configuring PST settings

Lesson 17: Migrating PST Files – Performing Migrations

- Migrating with client-driven PST migration
- Migrating with server-driven migration

Lesson 18: Managing User Archives

- Managing user archives: Overview
- Managing archive permissions
- Migrating archives
- Moving archives
- Configuring user deletion and recovery

Lesson 19: Applying Changes to the Enterprise Vault Environment

- Managing monitoring and reporting
- Upgrading an Enterprise Vault servers
- Expanding the Enterprise Vault environment

Lesson 20: Introduction to Enterprise Vault Troubleshooting

- Using Enterprise Vault server tools
- Using Enterprise Vault client tools
- Working with Symantec Support

Lesson 21: Backing up Enterprise Vault

- Enterprise Vault Components to back up
- Using Backup Mode
- Backup options and strategies
- Configuring Collection and Migration

Lesson 22: Recovering Enterprise Vault

- Performing disaster recovery
- Configuring Enterprise Vault high availability