

EMAIL MANAGEMENT

Issues Dealing with Large Mailboxes in Office 365



ISSUES DEALING WITH LARGE MAILBOXES IN OFFICE 365

Does your organisation have to deal with excessively large mailboxes in Office 365? Do you have power users that receive so many emails that they are unable to use their outlook application and must resort to using their outlook webmail instead? I am sure your IT department has tried many fixes such as:

- **Enabling an Auto Archiving policy**
- **Reducing the Cache to 2 Months**
- **Had users Archive or Delete Older emails**

Even with the above steps completed you are still continuously experiencing issues as your users are receiving more emails than the Auto Archiving policy can keep up with. Some may have even already maxed out their Online Archive space! And by allowing end users archive or delete their own emails you are putting your organisation at risk of noncompliance with data regulation such as GDPR, CCPA, and FOIA for example.

Read on if you are interested in hearing from those who have had to deal with a similar issue and how you got through this and how they used third party tools that saved not only time and storage space but also money.

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Problem

How MailMeter Can Help

Email volumes will continue to increase & attachments will continue to get bigger.

Data growth can be controlled through automated archiving.

Users will reach their new storage limits in O365 & will request more storage.

You can lower your storage usage costs in O365, as our customers apply a strict retention policy on O365 (1,2- or 3-year Policy) and use MailMeter as their secure GDPR archive; as MailMeter captures emails in real-time before compressing, deduplicating, digitally stamping, and encrypting to a secure archive for compliance purposes.

Finding emails for end users will become problematic due to large volume & complexity in O365. Will result in time wastage for employees and increased calls to the IT Helpdesk.

Users can quickly & easily securely search their own archive for any email they ever sent or received.

For a DPO or designated user, conducting searches across the entire mail store for FOI, DSAR, eDiscovery will be difficult & time consuming.

DPO will have the ability to search across the entire mail store (all emails) for FOI/eDiscovery & early case risk assessment. The search interface is like Outlook & you can search by; keyword, date, user, phrase, Boolean, content, attachment searches.

Storage costs will increase in O365.

MailMeter will ensure you lower your storage costs in O365 & you can use MailMeter for your core GDPR tamper proof archive.

Non-compliant with your Privacy Policy.

MailMeter will help you to enforce your Privacy Policy by setting up policies such as Retention.

Problem

Organisation is more exposed to a data breach – more data more risk.

Cyber Insurance costs will increase as no processes or controls in place to proactively manage data.

Non-compliant with GDPR (Storage Limitation) – retain data for a justifiable period. The DPC does not consider the argument “we might need it” as a valid reason to retain data indefinitely.

Leavers, Legacy or Redundant Mailboxes; how will these be dealt with?

365 license costs will increase

How MailMeter Can Help

GDPR requires organisations to justify what data they keep and why and for what period. MailMeter ensures organisations can enforce what they have outlined in their Privacy Statement about Retention, without any end user involvement

With MailMeter you can demonstrate you are making informed decisions about your data i.e., it is being proactively managed.

MailMeter can help with data minimisation against your O365 tenant by implementing retention policies and securing in MailMeter before implementing full retention policy. Also, policies for monitoring, managing, retention, filtering and eDiscovery run automatically. This reduces management time and costs. - All our solutions are policy based, set your criteria for age, keyword, department, or user.

Ingest data into the archive & mailbox can be deleted. All email is captured historically and in real-time, giving you peace of mind and access to all the data. Delete unwanted mailboxes.

No need to upgrade to higher O365 Plans or pay for additional Advanced Compliance Modules – MailMeter will provide full compliance & eDiscovery for a fraction of the cost. Also, MailMeter provides full eDiscovery regardless of the O365 license.