Step 5 - Manage Long-Term Configuration

https://campus.barracuda.com/doc/43223045/

Once you have configured ArchiveOne, scheduled policies are run at the specified frequency. However, keep the following points in mind:

- **Configuration Backup** – You are responsible for backing up the configuration data including files in the installation location and on the Configuration server's Add-ins share.
- **Archive Data Backup** – You are responsible for backing up the archive data. If you are not using a storage manager, then all data is written to hard drive, which should be mirrored and backed up to ensure its integrity. If you lose some of the files in your repository, you may be unable to recover some of the archived data, so regular reliable backups are essential.
- **Storage Manager** – If you are using a storage manager, you may want to consider configuring it to write duplicate copies of the media so you can keep one set off site, in case of media failure. In addition, you need to ensure that your storage manager's database is backed up (for more information about storage options, see Installing a Storage Manager):
  - In the case of CA BrightStor, an additional backup database file is backed up.
  - In the case of EMC2 Centera, an additional backup database file is backed up.
  - In the case of BridgeHead HT Data Repository, an additional backup database file is backed up.
  - For all storage managers that have an internal database to manage the data stored, their own database needs to be stored in compliance with the supplier's recommendations.
- **Index Disk Space** – Monitor disk space availability for the index. If you are approaching capacity on the index disk, you can mount another drive as a subdirectory of the Index Base Directory then specify its directory name on the **Index** configuration page. New index files are then written to the new disk. If necessary, you can move the entire index to a different location as long as you run the **Repository Configuration** Wizard and correctly configure the new location of the index.
- **Storage Manager** – If you are using a storage manager, use its facilities to monitor the free media space to ensure you do not run out in mid-archive. Monitor the disk space availability for the archive. You can extend or move the archive disk space, as described in the bullet point *Index Disk Space* above.
- **PST Files** – You should be aware that messages archived from a PST are moved in and out of the Server Data area, as configured on the **Server Data Location** page in the configuration Wizard. Ensure there is enough space in the disk area indicated by this path to hold temporary copies of all the mails in PSTs to be archived that have not yet completed archiving. Ideally you should monitor the size of this area as you introduce new PSTs for archiving to ensure it is never flooded.
- **Update Repository** – The process of updating a repository generates a lot of temporary data, around 3Gb. If you have a repository with an index directory on a remote server, you may be able to speed up archiving by specifying a local directory for the temporary data. To do this, select the repository in the Repository Configuration Pages, view its properties, and change the directory on the **Temporary Data** page.
- **Non-Microsoft-Standard document Formats** – If you are using any non-Microsoft-standard document formats, such as Adobe Acrobat PDF files, you may want to install filters to enable

ArchiveOne to index words from these documents (to enable you to search for words in them). ArchiveOne uses the Microsoft IFilter interface (as used by Microsoft Indexing Service). Producers of non-standard files must have an IFilter DLL. Not all versions of Adobe PDF IFilter are installed on all versions of Window. See supported versions of Adobe PDF IFilter.

- **Delivery/Read Receipt** – Archived items requesting a delivery receipt or read receipt do not fire off a receipt when they are retrieved from the archive.

© Barracuda Networks Inc., 2024 The information contained within this document is confidential and proprietary to Barracuda Networks Inc. No portion of this document may be copied, distributed, publicized or used for other than internal documentary purposes without the written consent of an official representative of Barracuda Networks Inc. All specifications are subject to change without notice. Barracuda Networks Inc. assumes no responsibility for any inaccuracies in this document. Barracuda Networks Inc. reserves the right to change, modify, transfer, or otherwise revise this publication without notice.