

# 5 COMMON MISCONCEPTIONS ABOUT EMAIL ARCHIVING



Does your organization think email archiving is a nice-to-have? Think again. There are **five common misconceptions about email archiving** that may be preventing you from improving end-user experiences, workflow efficiencies and overall compliance. Here we uncover the realities behind these misconceptions to reveal why email archiving is a must-have for all types of organizations.

Email is mission-critical for communication and collaboration.



## 205 billion

messages were sent *each day* in 2015.<sup>1</sup>  
That number will reach **246 billion** by the end of 2019.<sup>2</sup>

### MISCONCEPTION #1

“My organization doesn’t need to worry about compliance or e-discovery.”

#### REALITY

All organizations need seamless access to mission-critical information.



**74%** of organizations have been ordered to produce employee email as part of legal action.<sup>3</sup>

Compliance needs change based on:



Shifts in target customers



Adjustments in business models



Revised rules and regulations

### MISCONCEPTION #2

“My organization won’t need archiving once we move our email to the cloud.”

#### REALITY

Archiving helps organizations recover business information and protect sensitive data from looming threats.

Cloud-based data is still vulnerable to:

Malware



**77%** of organizations were infiltrated by email malware over a 12-month period.<sup>4</sup>

Accidental and malicious deletion



**32%** of businesses do not have policies or systems in place to prevent employees from deleting important content.<sup>5</sup>

### MISCONCEPTION #3

“Archiving won’t impact my team’s productivity.”

#### REALITY

Advanced search capabilities and mobile archiving applications help employees be productive using any device.



The modern information worker spends **210 minutes** each workday on a computer or mobile device for work-related purposes.<sup>6</sup>

The average workweek is spent:<sup>7</sup>



Reading and answering email (28%)



Searching for and gathering information (19%)



Communicating and collaborating internally (14%)

### MISCONCEPTION #4

“Archiving only benefits our Legal and Risk Management Officers.”

#### REALITY

The right archiving solution can benefit the whole organization, including employees, IT administrators, partners and customers.



**33%** of IT decision-makers say extracting insights from archived data will be a “driver” or “major driver” for adopting an archiving solution over the next two years.<sup>8</sup>

### MISCONCEPTION #5

“Microsoft Office 365™ will provide all the archiving capabilities we need.”

#### REALITY

Office 365 is constrained by legacy Exchange architecture, which hinders e-discovery, overall search speed and productivity.



**87%** of organizations say Office 365 is an incomplete solution that requires additional products or services.<sup>9</sup>

A best-in-class, cloud-based archiving solution is...



Secure



Robust



Cost-Effective



Cyber-Resilient

Learn how Access One can help you turn archiving into a business advantage.

Contact Access One to learn more!

#### SOURCES

1, 2. Radicati Group, 3. Osterman Research, 4. Osterman Research, 5. Osterman Research, 6. Osterman Research, 7. McKinsey Global Institute, 8. Osterman Research, 9. Osterman Research