

GET MORE INTO AND OUT OF SHAREPOINT!

Organize and Optimize Your SharePoint Environment with EMC SourceOne

EXECUTIVE SUMMARY

This Solution Brief will outline the features and functions of both Microsoft SharePoint Server 2010 and EMC SourceOne for Microsoft SharePoint and discuss the value and benefits gained by implementing them within an organization.

INTRODUCTION

Information is unquestionably one of the most valuable assets any organization holds. But being able to leverage that asset has become increasingly difficult due to its exponential growth. This growth often places a great burden on organizations that in turn must continually search for better ways to cost-effectively manage all of the new content coming in, while concurrently managing all of the content already in place.

EMC SourceOne for Microsoft SharePoint and SharePoint 2010 offers an information management solution that helps organizations understand, categorize and store electronic information. Combined, these solutions can ensure an optimized environment for both IT and end-users and help facilitate the migration to SharePoint 2010. The result is an information system that provides enterprise-wide information governance.

SCOPE

This solution brief focuses solely on helping customers identify how to provide storage optimizations for active content living in SharePoint and extended information governance to inactive SharePoint content through EMC SourceOne. EMC SourceOne for Microsoft SharePoint leverages Microsoft created Application Programming Interfaces (API) to redirect active content to the appropriate tier of storage as well as archive inactive SharePoint content and ensure compliance.

AUDIENCE

This white paper is intended for persons in the roles of Microsoft SQL Server or SharePoint Administrator, IT management, and compliance. This paper will clarify how to externalize active SharePoint content and archive inactive SharePoint content using SourceOne, and employ an effective information governance strategy with both technologies.

WHAT IS MICROSOFT SHAREPOINT?

SharePoint 2010 is the business collaboration platform for the Enterprise and the Internet. When people need to work with other people, with content and information, or with line-of-business data, they can use the rich, out-of-the-box set of integrated capabilities in the SharePoint 2010 platform. People can also customize these capabilities to address specific business needs and integrate them with other products and solutions. Using the same set of capabilities and tools, companies can deploy SharePoint 2010 both inside the enterprise (that is, intranets) and outside of the firewall (that is, extranets, the Internet) so employees, customers, and business partners can work with the platform.



SharePoint 2010 helps companies:

- Deliver the best productivity experience by letting people work together in ways that are most effective for them. Whether through the PC, browser, or mobile device, SharePoint 2010 offers an intuitive and familiar user experience. These capabilities are significantly enhanced by the way SharePoint 2010 and Microsoft Office® 2010 work together, letting people increase productivity while using familiar products and tools.
- Cut costs with a unified infrastructure that offers enterprise-scale manageability and availability. Whether companies deploy the platform on-premises or as hosted services, SharePoint 2010 lowers the total cost of ownership by offering an integrated set of features and by helping companies consolidate their business-productivity solutions on top of SharePoint Server. Companies can then reduce costs related to maintenance, training, and infrastructure management.
- Rapidly respond to business needs with dynamic and easily deployed solutions. SharePoint 2010 offers the tools and capabilities for end users, advanced users, and professional developers to design and create business solutions that can be integrated with existing company data, tools, and processes.

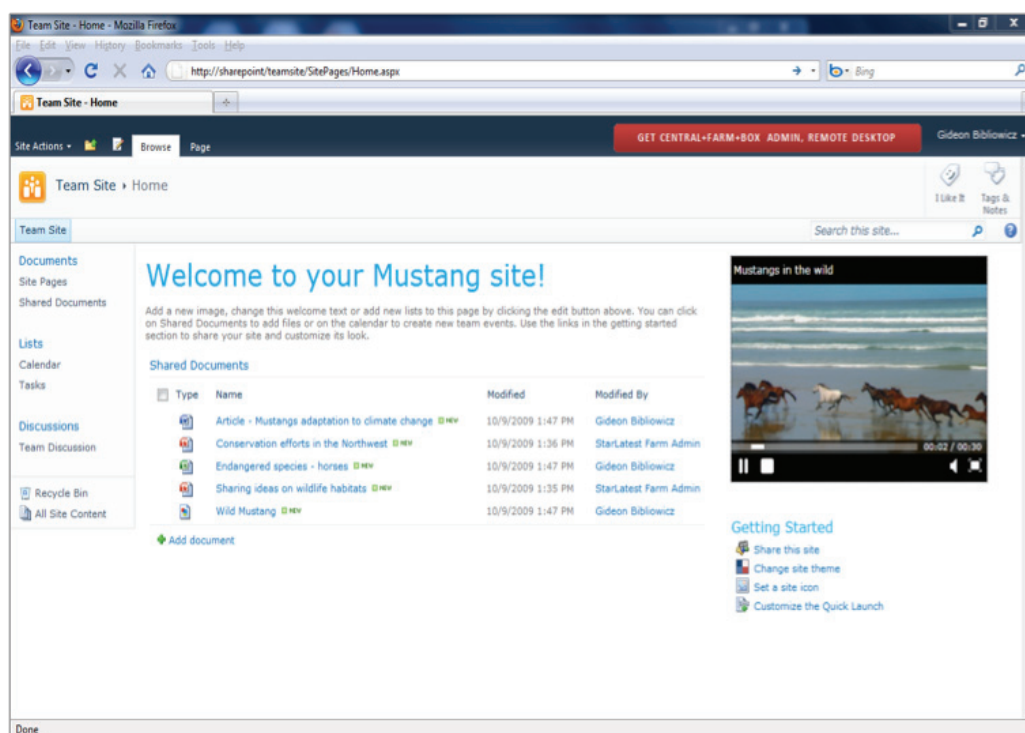


Figure 1: Microsoft SharePoint

EMC SOURCEONE FOR MICROSOFT SHAREPOINT

EMC SourceOne is a family of Information Governance products and solutions that make Information Governance actionable. It includes archiving, compliance and eDiscovery solutions to give customers starting points for their most pressing information management needs. EMC is leveraging recommended Microsoft technologies to deliver a comprehensive offering that gives customers a building block approach to information governance. EMC is delivering a single pane of glass for administrators to manage email, SharePoint and files with the same policies and administration console. All while ensuring a transparent and seamless end-user experience.

EMC SourceOne for Microsoft SharePoint, supports and enhances an organization's use of SharePoint, provides extended operational control and governance to SharePoint content, and ensures that end users are involved in the broader information environment and its related processes without having their day-to-day activities impacted.

Currently organizations are experiencing the unparalleled growth of SharePoint sites and the information found within them, all of which is stored in a Microsoft SQL Server database. As the amount of content continues to grow exponentially, the amounts of time required to index, backup, and restore the content is also increasing.

EMC SourceOne for Microsoft SharePoint can either redirect excessive volumes of active content from SharePoint and place it in a separate repository (storage management) or move inactive SharePoint content that must be managed against specific regulatory and compliance requirements (content archiving) over a long period of time. SharePoint objects can be de-duplicated (at the device level) and retention, disposition, and legal hold policies can then be maintained or applied to information. This solution provides control over archived information, making it easier to enforce policies, improve performance, and it can increase overall efficiencies for organizations of all sizes.

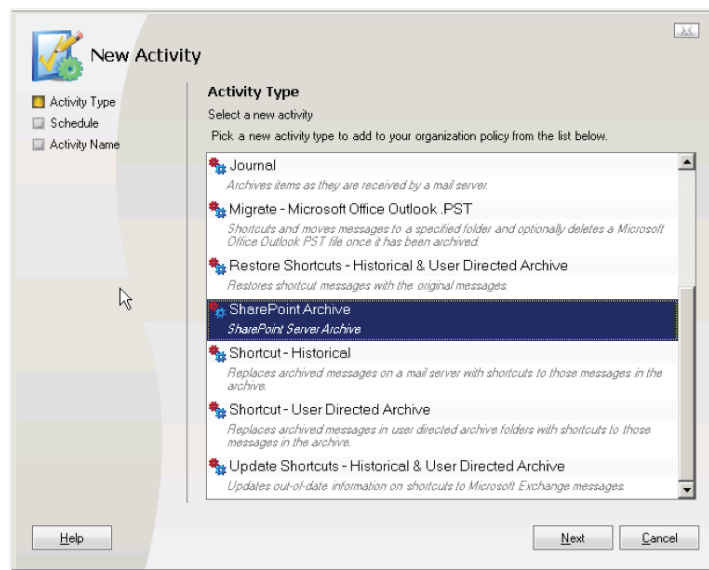


Figure 2: SourceOne administrator console. Within the SourceOne administrator console the “Archive SharePoint” activity can be selected which kicks off a simplified wizard driven process.

EXTERNALIZING ACTIVE CONTENT USING MICROSOFT APIS

SharePoint’s ability to connect people and content through a simplified and easy to use paradigm has resulted in unparalleled adoption. But with this massive adoption has come mountains of information and although SharePoint scales to growing requirements it may not be the most cost effective place to store information.

Recognizing the need for most organizations to reduce costs, Microsoft developed the External Binary Large Object (BLOB) Storage (EBS) and Remote BLOB Storage (RBS) APIs that help off-load content from the SQL Servers by redirecting the BLOB content to a more cost-effective storage environment. The process these APIs undertake is commonly referred to as externalization.

HOW EXTERNALIZATION WORKS

As noted, SharePoint natively stores content in a SQL Server database. The content itself can be split into two parts: the metadata, or the descriptive element; and, the BLOB, which accounts for approximately 95% of the content’s volume.

Leveraging either EBS or RBS, the externalization process dissects the content into its two parts (metadata and BLOB) where the BLOB can then be routed to a more cost-effective tier of storage, reducing load on SharePoint and improving efficiency. The metadata continues to be directed and stored to a SQL Server database providing 100% end-user transparency, such that the end-user continues to see and can access the content as though it lives natively in SharePoint. Additionally, by having the metadata maintained in SQL Server organizations can ensure any workflows, processes or policies attached to this content will be maintained.

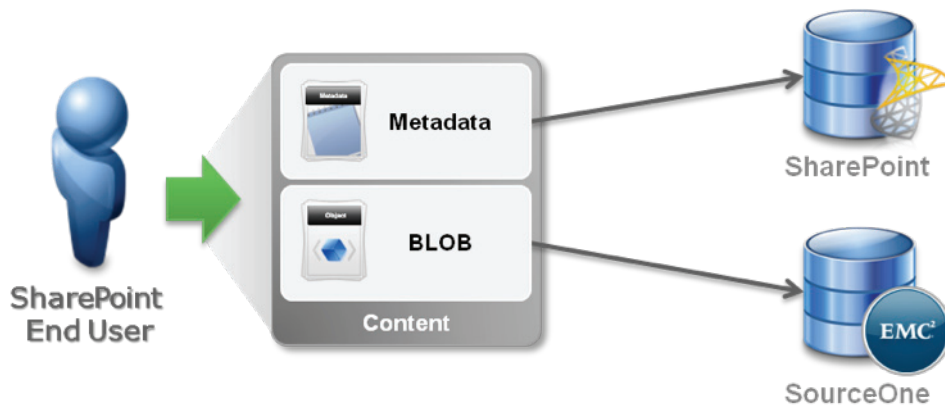


Figure 2: Externalization process. When a SharePoint end user places a new document into a SharePoint site it is split into the BLOB and metadata. The BLOB is redirected from SQL Server to an EMC storage device, while the metadata continues to SQL Server.

INACTIVE CONTENT: LEVERAGING EMC SOURCEONE FOR INFORMATION GOVERNANCE

Every organization sees—or should see—the value in a solid information governance strategy. The term “information governance” refers to policy-based management of information designed to lower costs, reduce risk, and ensure compliance with legal and regulatory standards. Among other things, it includes technologies for retention, disposition, eDiscovery, and, as appropriate, long-term preservation. With an information governance strategy in place, an organization has visibility into information in terms of what it has, where it is stored, who has access, and how long it should be retained. By this definition, information governance is a subset of “governance, risk management, and compliance” (GRC), which encompasses financial risk, corporate compliance, business ethics, privacy, and much more.

SharePoint can manage much of what is involved surrounding information governance for active content, but the parameters change when it comes to inactive content. By definition inactive content is not under regular use and is generally sitting idle in the production servers that support SharePoint. The amount of inactive content in SharePoint can grow significantly and conservatively accounts for a quarter or more of total stored information. Moving this content to a more cost-effective tier of storage for long-term preservation can provide substantial savings and improved efficiencies.

In a classic archiving model, we search across repositories of content (in this case SharePoint farms) for the inactive content we want archived based on specific rules and policies we’ve defined. Then we make a copy of that content and place it into the archive and validate its existence. Once validation has occurred one of two things can take place: delete the content from its original repository; or, leave the original copy in-place. Some organizations have strict policies around content deletion, but by not deleting that original copy any additional storage management benefits archival provides are lost as two copies will be maintained thus taking up twice the storage space.

Once the content is in an archive, existing retention and disposition policies can be maintained or new ones applied ensuring that compliance and governance mandates are adhered to. Being able to adhere to compliance and internal governance requirements allows us to do even more house cleaning on an ongoing basis. The pure externalization option only moves the content to a device, where technically it will just sit and take up space, albeit at a lower cost. With archiving, we can set disposition policies to have content deleted automatically, once it has met any and all regulatory obligations. This helps us reduce the risk associated with information, and provides litigation readiness.

Of course we must always ensure seamless and efficient information access. SharePoint's design makes it an ideal access point for information spread across an organization's information infrastructure. In a scenario where content is deleted from SharePoint and placed into an archive it must still ensure end-users access to that content through SharePoint.

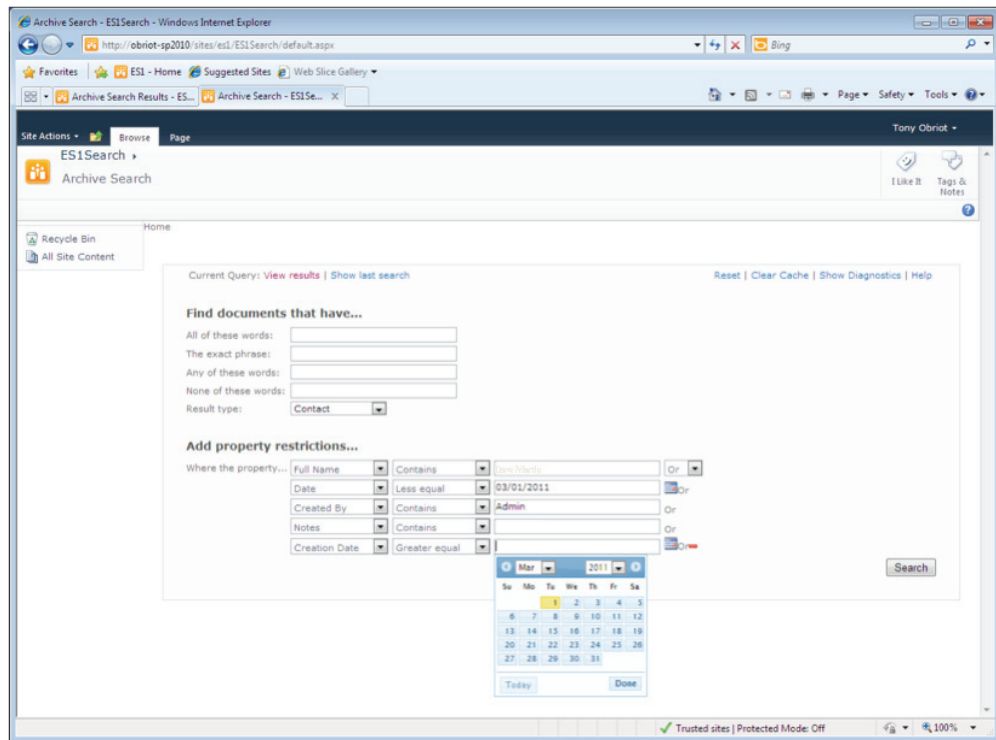


Figure 3: SourceOne archived content search Web Part in SharePoint

WHAT MAKES EMC SOURCEONE FOR MICROSOFT SHAREPOINT THE IDEAL

The EMC SourceOne solution for SharePoint leverages the proven SourceOne archival platform to help customers manage both active and inactive SharePoint content. Key benefits of the solution include:

- **Storage optimization of active SharePoint content:** Manage SharePoint growth by redirecting the Binary Large Objects (BLOB) normally stored in SQL Server to a lower tier of storage. By doing this, an organization can reduce overall volumes of content stored in SQL Server and reduce requirements for high performance database storage. Additionally organizations can ensure backup windows are met by managing size – there will be less data to backup because up to 95% of it can be stored in a tiered infrastructure.
- **Inactive Site Consolidation and Retirement:** SharePoint content, sites and farms that become orphaned or inactive should be moved out of the production system to provide both operational and compliance benefits. Smaller databases in the production system tend to perform better so by reducing volumes of inactive content in SQL Server, an organization can enhance the systems scalability and performance. Overall this will:
 - **Reduce Infrastructure Costs:** Eliminate the requirement for costly additional production servers by off-loading inactive content.
 - **Extend Compliance:** Once inactive SharePoint content or sites have been moved to the archive it may still need to be managed against a lifecycle. Leverage retention management to manage long-term retention and maintain regulatory obligations without the risk of that data being lost or deleted. And likewise to enforce disposition policies at the end of the retention period.

DELIVERING VALUE TO COMBINED CUSTOMERS

COST SAVINGS

- Both externalization and archival can provide substantial cost savings in terms of moving volumes of content from SQL Server to a more cost-effective tier of storage.

STORAGE/PERFORMANCE OPTIMIZATION

- Redirecting BLOB content into a lower, more cost-effective tier of storage through externalization can reduce the amount of content stored in SQL Server up to 95% and dramatically decrease search times and back-up times to meet required parameters.
- Moving old inactive content from SharePoint and into an archive is a common best practice that ensures that the latest and most relevant content is found faster.

GOVERNANCE OF ARCHIVED CONTENT

- By putting policies in place to regularly archive and manage inactive content against retention and disposition, the process of good information governance can be maintained.
- With EMC SourceOne for Microsoft SharePoint, content can be centrally archived with email and file content to ensure unified policy management of archived content and litigation readiness.

CONCLUSION

The value SharePoint 2010 can bring to an organization in terms of its ability to connect people and the content they create and use cannot be understated. As organizations look to leverage the breadth of capability that SharePoint offers, they must concurrently understand and plan how it and all of the content stored within it figures into the broader information governance strategy. As organizations cope with an ever growing amount of information they must address operational, governance and cost issues. When SharePoint is deployed in combination with EMC SourceOne for Microsoft SharePoint, these issues can be easily managed and maintained.

CONTACT US

To learn more about how EMC products, services, and solutions help solve your business and IT challenges contact your local representative or authorized reseller—or visit us at www.EMC.com

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