

# Personal Vault enhances employee productivity & improves email storage.

## Corporate email presents challenges

Organizations are struggling to keep pace with the growth in email volume as employees increasingly use it as their primary means of communication. At the same time, IT groups seek to improve email system performance by introducing mailbox quotas — often frustrating users and lowering productivity. While many regulated firms archive emails for regulatory and eDiscovery purposes, the data they contain is not always made available to employees.

## Personal vault streamlines email

Bloomberg Personal Vault eliminates the potential issue of IT policies negatively affecting employee productivity by providing all employees access to emails that have been archived into Bloomberg Vault. The service works seamlessly with many kinds of corporate email, including Microsoft® Exchange, Office 365™ and any SMTP email service. Accessible directly from Microsoft® Outlook®, Personal Vault offers powerful search and filtering capabilities to assist a user in quickly finding any message in the archive.

## A focus on user experience

Bloomberg Personal Vault was designed to deliver a solution that meets users' needs in order to encourage adoption. Extensive interviews with end users and IT administrators at a range of enterprises helped guide the design of and features in the application.

With the use of a single sign-on, users don't need to remember a separate password or even be prompted to login at all. Personal Vault integrates with an on-premise identity provider and leverages SAML 2.0 for authentication and authorization. Users are automatically authenticated based on their domain credentials and brought directly to the application to begin accessing historical email.

Bloomberg Personal Vault is presented directly within the user's Microsoft Outlook client. Users can then immediately access Personal Vault by simply clicking on a folder. If preferred, users can also access Personal Vault from a web browser.

## Simplify corporate email management

Powerful features for users:

- Accessible directly from Microsoft Outlook, with support for Microsoft Exchange, Office 365 and more
- Advanced search capabilities – leverage Boolean operators, field restrictions, proximity searches and more
- Sort searches dynamically and apply keyword filters to refine results
- Apply tags to messages to make future retrieval even easier
- Save frequent searches for future use to make workflows more efficient

Ease of mind for IT administrators:

- Offered as a fully hosted web application, limiting on-premise technology footprint
- Permissioning and entitlement at the user or company level
- Global customer support available 24 hours a day, 7 days per week

## Powerful features for end users

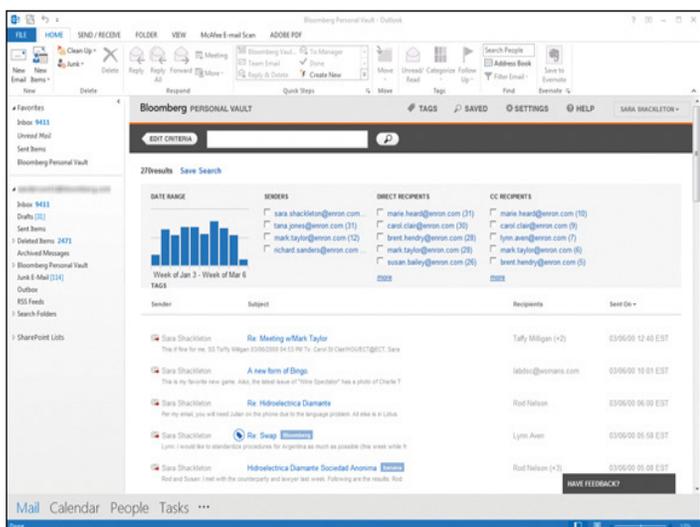
Bloomberg Personal Vault is an easy-to-use, feature-rich application. The application uses a search-based approach that provides immediate results, has robust result-filtering capabilities and allows users to save searches and tag emails for future reference.

Advanced search capabilities such as Boolean operators, field restrictions, proximity searches and searching for messages to or from specific individuals is as easy as selecting from the corporate directory.

In addition to advanced searches, users with more complex needs can take advantage of filtering and sort capabilities, including a date histogram that dynamically shows the results distributed over time, filters based on sender or recipients, and advanced sorting options. Users can also refine filters by adding keyword searches within the results.

Tags can be used to easily organize messages in the historical archive. Instead of having to search for the messages again and again, a user can label the message with a tag so that it can be immediately accessed without running a search.

To prevent having to recreate the same search again and again, users can easily save and name a search for future reference. They can access saved searches at any time and rerun them with a single click.



## Ease of mind for it administrators

Bloomberg Personal Vault has been designed to minimize the IT overhead required to administer and maintain the application.

Deployment is simplified because Bloomberg Personal Vault is a fully hosted web application — there are no on-premise web or application servers and the solution will work with existing identity providers. There is also no need to install add-ons or plug-ins for Microsoft Outlook, which makes rolling it out to a large user base more efficient.

User administration is facilitated through the synchronization of the user directory from Active Directory to Bloomberg. Once the users are synchronized, an authorized Personal Vault administrator can enable or disable individual users — or the entire firm can be enabled by default. This permissioning empowers IT administrators to control the rollout of Personal Vault to the firm.

In the event that additional support is required, Bloomberg's unparalleled customer service is available 24x7 to assist IT administrators around the globe.

## Learn more

Learn more about Bloomberg Vault's solution for empowering employees by providing them access to their historical emails managed in the archive. Contact us at +1 212 617 6580, vaultsales@bloomberg.net or call your regional representative to schedule a personalized demonstration.

## Take the next step.

For additional information, press the <HELP> key twice on the Bloomberg Terminal®.

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