# New Features for Retain 4.0:

## *New Single Line Search UI and Advanced Search*

- Retain 4.0 has a new and improved single line search UI that is 'google-type' in nature. The new UI has the following features
    - Instant Results
        - Retain 4.0 will return instant results as you type. These results start showing after 3 letters
    - Suggested results
        - Retain 4.0 will suggest words or sets of words as you type. These suggested words will help customers to identify what they are looking for quickly and easily
    - Highlighted Results
        - Retain 4.0 will highlight letters or words or sets of words as you type. These highlighted results helps customers identify what they are looking for quickly and easily. Highlighted results extends to any content that is opened up in the Retain UI e.g. PDF attachments
    - Number of Hits
        - Retain 4.0 will display the number of total hits for every search made. These hits are split up into the following:
            - **Fields**: Subject, Sender, Recipient, Domain, Attachment Name, Message Content, Category
            - **Scope**: Mail, Phone Message, Appointment, Task, Note, SMS, MMS, Phone Call, BB PIN, BBM, Wall Posts, Requests, Chats, Likes, Events, Status updates, Comments, Searches, Group Posts, Web Mail
            - **Item Source**: Received, Personal, Sent, Draft
            - **Date Range**: Received Date, Sent Date, Begin Date, End Date, Between Dates or Last Week, Last Month, Last Year
            - Mailbox: All or Selected
            - Tags: Global Tags, Personal Tags
            - **Miscellaneous**: Litigation Hold (True or False), Confidential (True or False)
    - Sortable Columns
        - Retain 4.0 has sortable columns for Type, Subject, Recipients and Date
    - Regular Expression Searching REGEX
        - Retain 4.0 has a limited set of regular expression search ability. Customers have the ability to find social security numbers or credit card numbers using REGEX patterns. These patterns will be made available in a knowledgebase on the GWAVA support website
    - Remove Duplicate Records Query
        - Retain 4.0 has the ability to remove duplicate records from the search. This ability removes any messages that are part of the same thread thereby displaying only the original message/s and reducing the number of hits for that specific search
- Retain 4.0 has an Advanced Search tab that has the following features
    - Extensive advanced search offering AND, OR and Group searching across 27 fields including tags, status (opened, Read, private)

### *Updated Index Engine (HPI)*

- Retain 4.0 has an updated Index Engine that comes in 2 formats
  - Embedded
    - The embedded Index comes with every version of Retain and runs on the same server as Retain. Anyone upgrading to Retain 4.0 will have to go through a migration (re-index) process in order to gain access to the new search features
  - External
    - The external High Performance Indexer is a clusterable, high performance index that has the ability to support an unlimited amount of search requests. The external engine is available in 2 formats:
      - Failover: For redundancy
      - Load Balancing: For performance
    - The HPI can be used in one format or another or both if required
  - The external HPI is not available for regular download by customers and will be managed and installed by GWAVA support only. This is to ensure that the configuration used is optimal and designed to expand at a later stage if necessary

### *Native Support for iCAS Technology*

- iCAS technology is security without compromise that uses a patented Content Storage Container (CSC) technique that bundles the archive data with the corresponding metadata into a special archive container where it is secured against manipulation and unauthorized deletion
- Retention times are managed flexibly by iCAS to ensure that only the files that have reached the retention date and are not on legal hold, can be securely deleted according to Department of Defense (DOD) guidelines
- When archiving the data, iCAS uses industry standards like CIFS, SHA512 and AES256 encryption rather than proprietary technologies. In addition, iCAS has been validated to meet the United States Securities and Exchange Commission (SEC) 17a-4(f) requirements for simplified archiving
- iCAS has been certified by two independent entities, KPMG and Dr Ivo Geis, renowned advocate for IT and media rights. Both have certified the legal conformity of iCAS for tamper-proof archiving of data. This certification has been independently verified by Cohasset Associates who evaluated iCAS storage related and audit history related requirements of SEC rule 17a-4 and CFTC rule 1.31

### *Message System Deletion*

- Retain 4.0 supports message system deletion that will delete messages from GroupWise or Exchange after it has been archived
- This setting is customizable to allow the administrator to only delete messages that are a certain number of days old

### *Online Documentation and Online Tools*

- Documentation and Retain tools will no longer be downloaded with Retain
  - Retain Documentation will be made available online at http://support.gwava.com/documentation/retain
  - All tools or plugins related to Retain will no longer be downloaded with the Retain build. Tools will be made available under the 'Tools' section inside the Retain Interface. This will reduce the Retain download considerably and allow our development team to address enhancements and bug fixes more efficiently. Customers no longer need to wait for an entire Retain version to be released to get an update to their tools