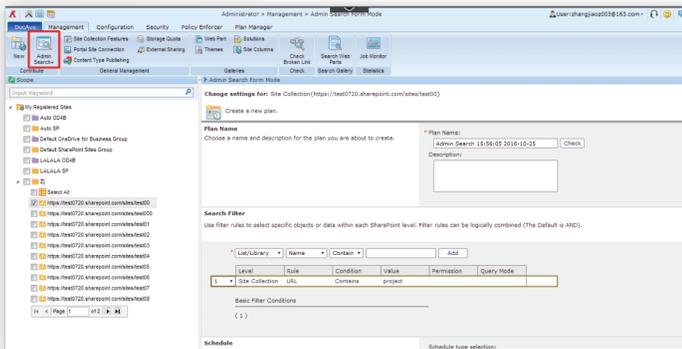


# DOCAVE ONLINE

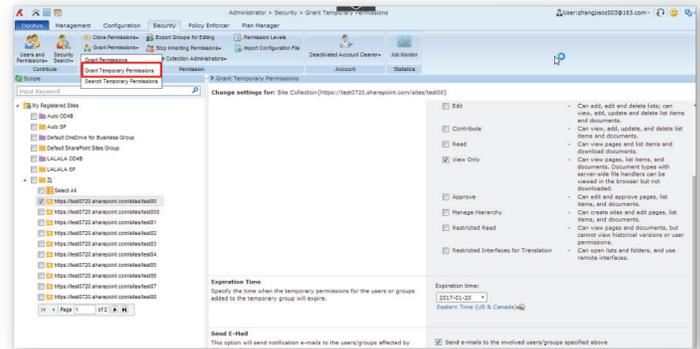
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## ADMINISTRATION

- **Centralized Management** – Manage SharePoint Online security, settings, configurations, and content through a single, unified dashboard.
- **Bulk Configuration** – Perform all SharePoint administrative functions in bulk and across multiple SharePoint Online instances.
- **Security Trimming** – Carry out automatic security trimming and granular delegation for accountable users, DocAve Online modules, and Office 365 sites and content.
- **Security Search** - Allow users to search for and manage native user or group permissions directly through SharePoint Online.
- **Temporary Permissions** – Assign temporary permissions to individual users or groups within SharePoint Online and audit all administrative actions.
- **Rule-Based Search** – Utilize rule-based search capabilities to quickly identify, edit, and manage SharePoint Online and OneDrive for Business objects.



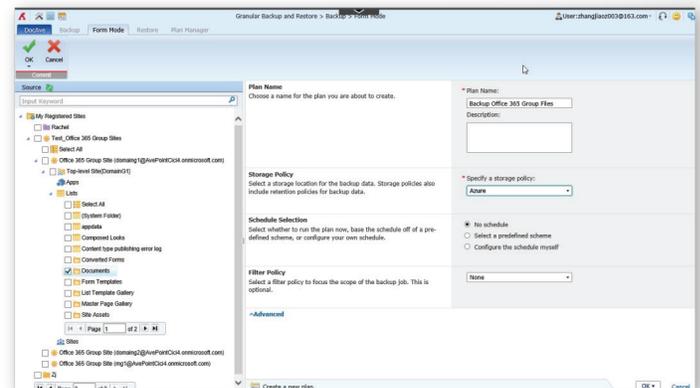
Rule-Based Search



Grant Temporary Permissions

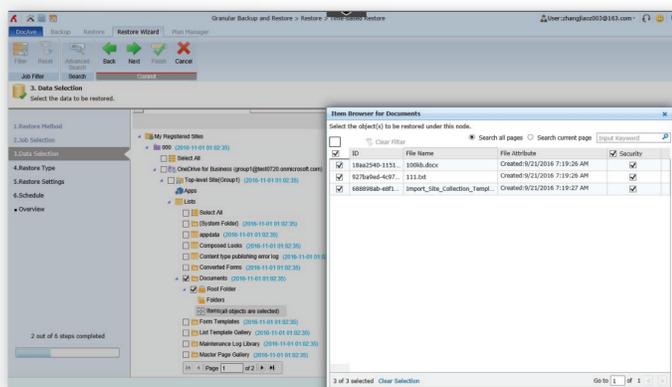
## BACKUP & RESTORE

- **Granular Backup & Restore** – Perform item-level backup and recovery for SharePoint Online, OneDrive for Business, Office 365 Groups, and Microsoft Teams files – including site collections, sites, apps, lists, libraries, folders, items, or documents.
- **Backup & Restore Monitoring** – Track, manage, and report on all backup and restore processes through a centralized management console to monitor and enforce compliance with SharePoint policies.

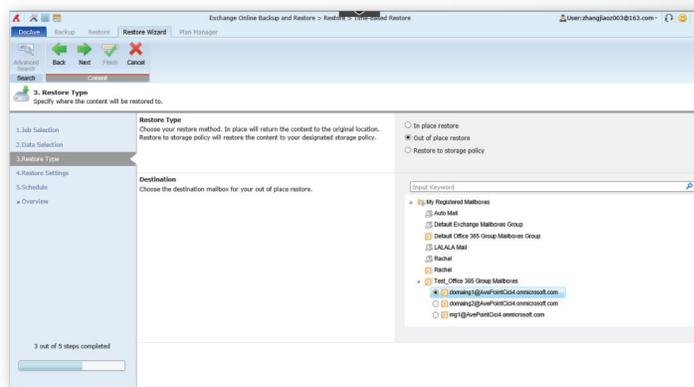


Granular Backup for Office 365 Groups Files

- **Backup Data Security** – Encrypt data during backup using the AES encryption method and an encryption key generated from DocAve Online, seed, or Azure Key Vault.
- **Backup Storage** – Back up content with advanced cloud storage platforms – including Microsoft Azure, OneDrive, Amazon S3, Rackspace, IBM Tivoli Storage Manager (TSM), NetApp AltaVault, Box, and Dropbox – or directly connect to storage devices over File Transfer Protocol (FTP) and Secure File Transfer Protocol (SFTP) networks.
- **Out-of-Place Restore** – Restore content directly to other SharePoint Online locations or restore with designated online storage services such as NetApp AltaVault, Amazon Web Services, Microsoft Azure, and FTP/SFTP enabled locations.
- **Exchange Online Backup** – Back up multiple types of mailboxes in Exchange Online, such as user mailboxes, shared mailboxes, in-place archive mailboxes, resource (room and equipment) mailboxes, and Office 365 Groups.
- **Exchange Online Restore** – Granularly restore Exchange Online backup data – including emails, calendars, contacts, and files – directly to the original location or a different Exchange mailbox, or export as a Personal Storage Table (.pst) file type and restore to Exchange Server, Exchange Client, and Microsoft Outlook locations.
- **Restore Options** – Specify the object you want to restore based on the backup time range or by searching for the document and its properties.



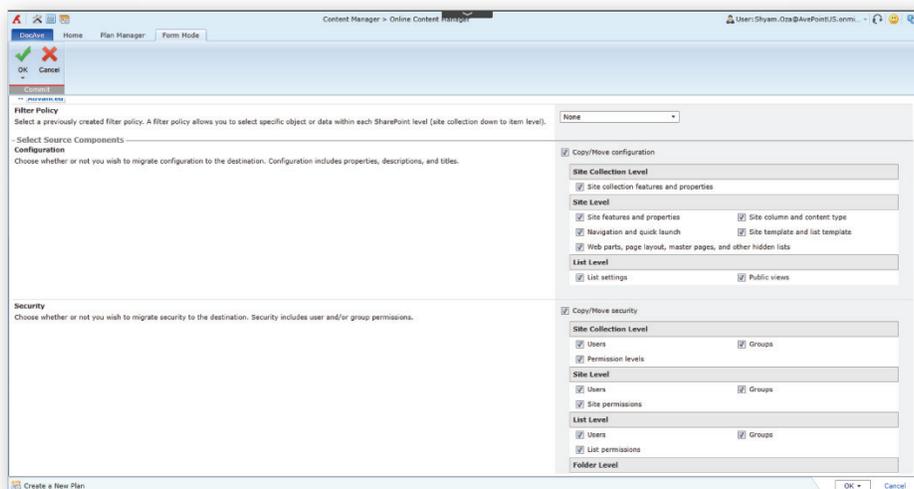
Item-level Restore



Exchange Online Restore

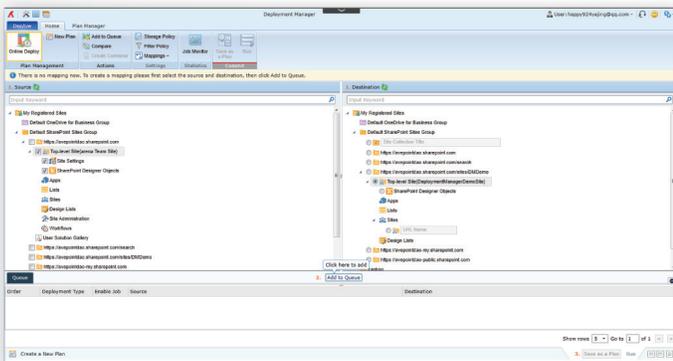
## MANAGEMENT

- **Restructure with Full-fidelity** – Copy, move, or restructure SharePoint sites, content, and topology within or across SharePoint Online sites while preserving associated permissions and metadata tags.
- **List & Library Integrity** – Maintain list and library integrity with full support for all list types (including in-place records, document libraries, issues lists, discussion threads, and announcements), content metadata, and configurations whilst restructuring.

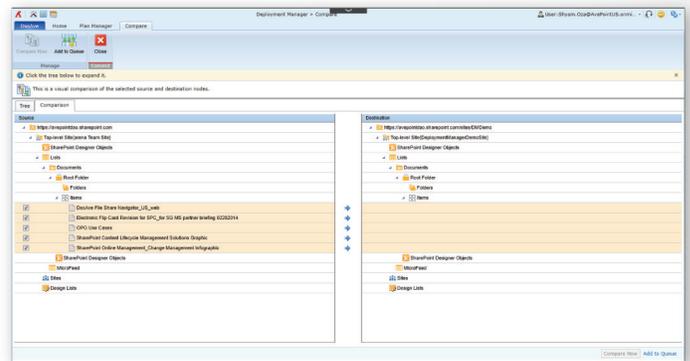


Restructure with Full-fidelity

- **Granular Deployment** – Deploy select SharePoint objects and customizations – including site collections, sites, lists, folders, items, apps, site or list settings, SharePoint Designer objects, site columns, content types, user solutions, custom features, and site definitions – to other locations.
- **One-to-Many Element Propagation** – Propagate site elements from one object to multiple destinations to quickly make changes across sites or SharePoint Online environments.
- **Scheduling** – Customize schedules to propagate changes outside of business hours.
- **Deployment Comparison** – Compare source and object details for propagation as well as propagated elements and execute tasks from one object to another (or to multiple objects).
- **Rollback** – Automatically back up a destination environment for easy rollback.
- **Simplified Domain Consolidation** - Simplify content migration by allowing all of the objects tied to specific users to be moved from one domain to another in bulk.



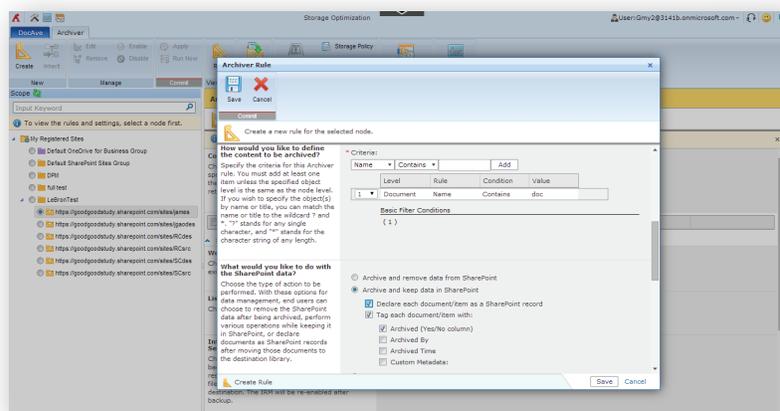
Granular Deployment



Deployment Comparison

## ARCHIVING

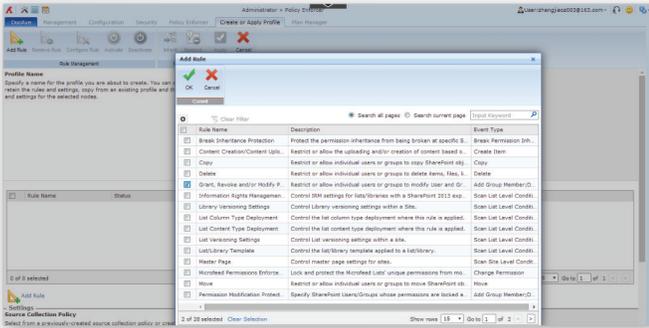
- **Granular Archiving** – Archive stale content from SharePoint Online, including site collections, sites, lists, libraries, apps, items, document versions, and attachments with metadata, workflow state, and permissions fully maintained.
- **Records Management** – Identify and declare records, including the ability to remove or maintain a read-only copy of content in SharePoint Online.
- **Content Filtering** – Archive content based on built-in or customizable properties – including content type, owner, last modified date and time, last access time, file size, parent list type ID, parent folder name, or custom metadata fields.
- **Online Storage** – Store archived content in any cloud storage drive – including Microsoft Azure, OneDrive, Amazon S3, Rackspace, IBM Tivoli Storage Manager (TSM), NetApp AltaVault, Box, Dropbox as well as FTP and SFTP enabled locations – for hierarchical storage management and enhanced storage optimization.
- **Retention Policies** – Apply retention policies to preserve or remediate content in compliance with information management policies or to move stale content to less expensive storage tiers for reduced costs.
- **Archiver Restore** – Granularly restore archived content back to SharePoint Online.



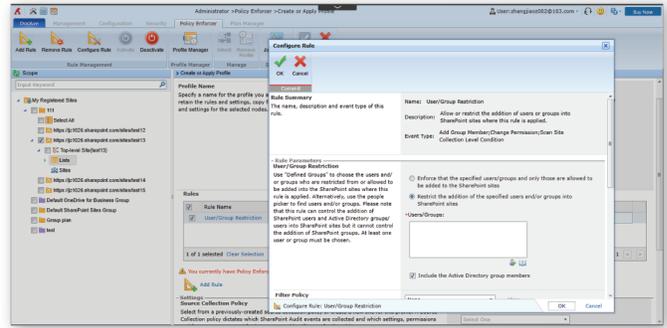
Archiving and Retaining Data in SharePoint

# MONITORING & POLICY ENFORCEMENT

- **Policy Enforcement** – Monitor for and automatically adjust unauthorized or out-of-policy changes to configurations, features, permissions, and settings while alerting administrators with out-of-the-box, configurable rules.
- **User Restriction** – Restrict access to and sharing of SharePoint Online sites and OneDrive for Business content and control access to content internally as well as sharing with external parties.
- **Batch Mode** – Group controls over sites and site collections to quickly implement configurations and enforce policies in bulk and reduce costs associated with infrastructure management.



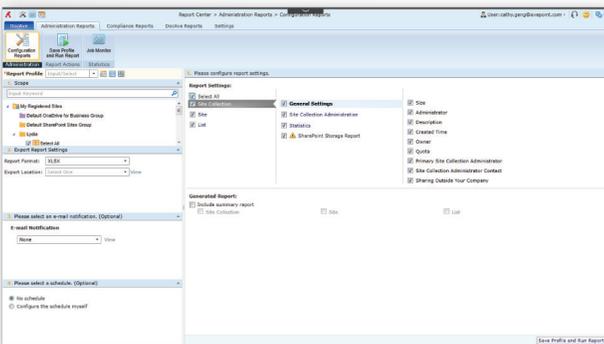
Policy Enforcement



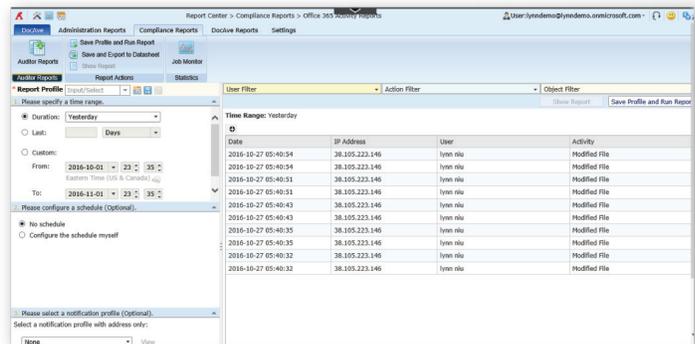
User Restriction

# REPORTING

- **Global Reporting** – Generate reports on global SharePoint settings, security, and content type usage to track any unauthorized changes and take action.
- **Audit Reporting** – Generate audit reports for content type changes, item lifecycle, list access, list deletion, permission changes, site actions, and user lifecycle across an entire SharePoint Online environment.
- **User Activity Report** – Audit all user activities in SharePoint Online, Exchange Online, and Azure AD through integration with the Office 365 Activity Management API.
- **Report Exportation** – Export reports to a local system or publish to SharePoint libraries for analysis.
- **Report Location** – Allow customers to connect to their own SQL Azure databases in case the default Report Center database reaches storage limits.



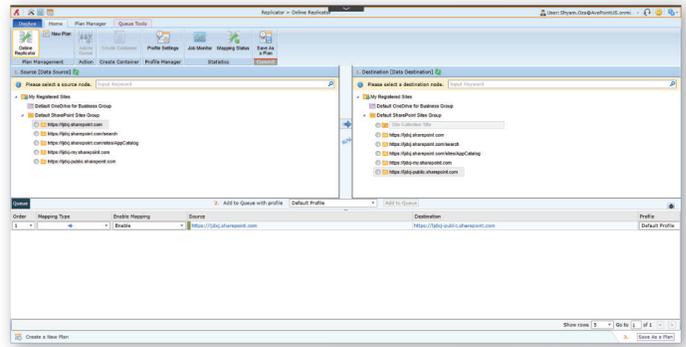
Global Reporting



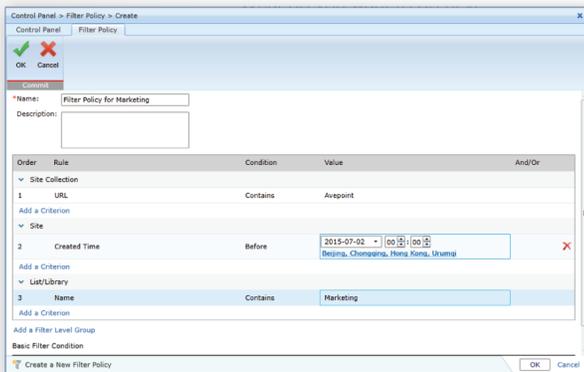
User Activity Report

# SYNCHRONIZATION

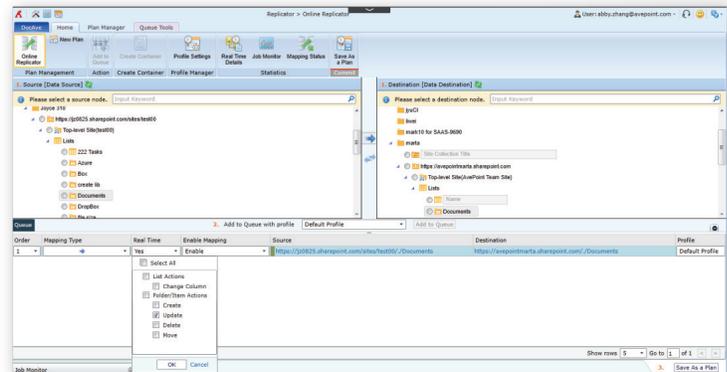
- **Cross-Instance Replication** – Replicate content with associated metadata locally within one site collection or keep multiple instances in sync down to the item level across Office 365.
- **Filter Policies** – Publish select SharePoint content across sites, lists, and libraries using policy filters based on built-in or custom metadata, such as approval status.
- **Real-time or Scheduled Replication** – Perform live, real-time replication based on customizable event triggers (including item update, deletion, and move) or perform scheduled replications as often as every 15 minutes.



Cross-Instance Replication



Filter Policies



Real-time Replication

For a comprehensive list of new features in this release, please view our [DocAve Online Release Notes](#).

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