

Managed SAP Archiving

Key Features

The benefits of Arcplace Managed SAP Archiving are:

- A completely outsourced SAP archiving service
- An archiving solution that complies with the latest SAP archiving guidelines
- Easy to administrate, flexible and expandable
- Disaster recovery copies stored at highly secure datacentres
- Complies with Swiss and international regulations
- Guaranteed long-term integrity and accessibility of archived objects
- No investment costs, fixed monthly service fees
- Meets highest performance requirements with regards to the volume of data stored and access speed
- Support of all SAP releases as of version 3.1
- Fast deployment – operational within 4 weeks

SAP Archiving Challenges

SAP systems are increasingly used to support company's core business processes. These systems have to deal not only with data, but also with large number of documents that have traditionally been processed physically and filed in binders. Modern organizations, however, can greatly benefit from processing these documents electronically.

Creating and managing documents electronically brings along new challenges. To be efficient, the documents must indeed be fully integrated and managed as a part of the business process and not kept separate from it. To do so, companies need to manage their documents within their SAP environments. This is best achieved by using an archiving system which is linked to SAP using the official SAP ArchiveLink interface. By linking efficiently to the SAP system it becomes possible to archive documents in cost effective and tamper-proof external storage systems, to link documents to their corresponding business objects and to then use that link to work with the documents within the context of the particular business process.

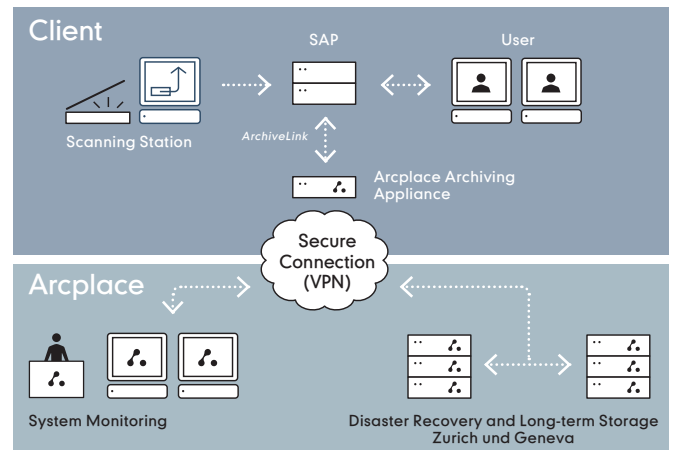
Apart from the process-related management of documents, the SAP environment also has other archiving requirements, which consist primarily of "print list archiving" for storing reports electronically and "data archiving" for removing older records from SAP databases.

Fulfilling these various requirements plus complying with the relevant archiving laws and regulations can, especially for small and mid-size businesses, represent a real challenge. Implementing and operating an own archiving system is in many cases furthermore not economically viable.

Managed Archiving provides companies with a simple, full-featured and, above all, cost-effective archiving solutions for SAP environments.

Managed SAP Archiving

Using leading products and industry-recognized methods, Arcplace has developed a modern solution for SAP archiving. Thanks to this development, companies can make full use of SAP's process-integrated archiving capabilities, maintain the system's high level of performance and meet internal and external archiving requirements. Arcplace's solution provides companies with an efficient means of dealing with the rapid increase in the amount of data and documents to be archived and the numerous internal and external requirements for data recovery and accessibility.



Arcplace Managed SAP Archiving

The core component of Managed SAP Archiving is the Arcplace Appliance, which is installed at the customer's premises. The Appliance collects and stores SAP data, print lists and documents according to predefined rules within the SAP archiving system.

The use of a high-capacity, redundant storage system ensures that the Arcplace Appliance is able store very large volumes of data, while making it possible to efficiently search and retrieve this data.



Arcplace Archiving Appliance

Based on an advanced and widely deployed SAP archiving application, the Arcplace Appliance offers a wide array of archiving features. For instance, a customer can use the Managed SAP Archiving service to archive records from his SAP databases. At the same time, the same customer can use the service to digitally sign and archive print lists and documents.

In order to ensure disaster recovery and compliance, the Arcplace Appliance is connected via VPN to the Arcplace long-term storage infrastructure hosted in highly secure data centres in Zurich and Geneva. This infrastructure is used to secure encrypted copies of Arcplace Appliance data and to ensure their recovery in the event of a disaster. Thanks to multiple redundancy levels and WORM capability, this storage infrastructure allows archiving data, print lists and documents in compliance with both Swiss and international laws and regulations.

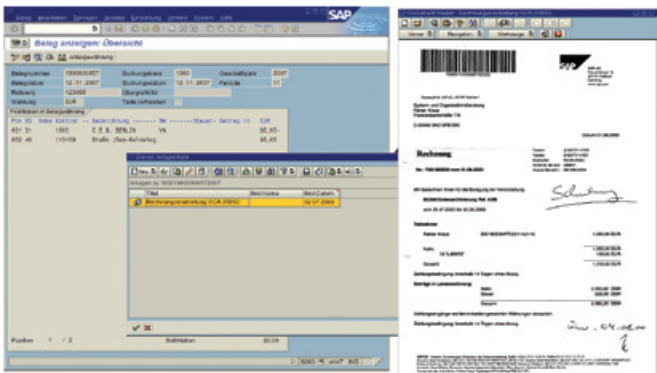
In order to maximise accessibility and quality, the Arcplace Operations Team monitors and manages the Arcplace Appliances and infrastructure. The Arcplace Reporting Center provides customers with reports and visuals on the status of the service at all times.

Functionality

Document archiving – Support for all document archiving scenarios:

- Automatic archiving of outgoing documents
- Processing of incoming documents via early, late or simultaneous archiving
- Support for late archiving either with or without the use of barcodes
- The Arcplace SAP archiving solution supports the storage of all document formats.

Documents are essentially linked to SAP business objects based on the context of the particular object, for which they are needed. In the process, it is possible to link documents to one or more objects. Documents are displayed on the SAP ECL Viewer. Because users can continue to use the same SAP GUI, even when working with documents, they do not have to learn to use another application.



Displaying the documents that have been linked to the object in the ECL Viewer

Print list archiving – The fully automatic archiving of print lists after print out. With print list archiving, there is no longer a need to waste time searching through meter-long lists on paper. Instead, all authorized users can conveniently and quickly look through electronic print lists using SAP utilities at any time. By eliminating the need to make multiple printouts, users can lower their printing costs.

SAP data archiving – The removal of records that no longer require online access from the SAP databases and the relocation of these records to the archiving system. Users receive a basic index in SAP for clarity and easy access to archived data.

Service components

The Managed SAP Archiving service includes the following components:

Set-up	Management
Preparation workshop	Infrastructure and application monitoring
Appliance installation	Software updates and license management
Basic customizing of SAP ArchiveLink	Adaptation to new requirements
Provision of the long-term storage	Appliance backup
Integration into the monitoring system	Change management
Documentation	Reporting

Main Functions

- Full support of all types of SAP archiving (documents, print lists and data)
- Full support of all document-related archiving scenarios (early archiving, late archiving with or without barcodes, simultaneous archiving)
- Automatic or manual archiving of documents with links to existing SAP business objects
- Support of all SAP releases as of version 3.1
- Legally compliant storage of all SAP archiving objects on high-availability hard disk storage system with soft-WORM technology
- Digital signature support
- Seamless integration into the existing SAP landscape
- Secure data transfer and storage using data encryption
- Documents can be converted into a long-term storage format

For further information please contact us:

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