

Archiving Services

# REDUCE COSTS AND INCREASE DATA QUALITY WITH ARCHIVING AND INFORMATION LIFECYCLE MANAGEMENT

NTT DATA Business Solutions





Managing data throughout its lifecycle has become a challenge for IT organizations. The staggering growth of data in today's complex system environments makes it imperative to develop a strong data management strategy to control costs and reduce risk.

## **INSUFFICIENT DATA MANAGEMENT CAN CAUSE REAL BUSINESS PAIN.**

### **Challenges**

Management of the information generated by business systems throughout its lifecycle is an often overlooked task. The reasons for this vary, from lack of a formal data retention policy, to lack of sufficient infrastructure to archive data, to a general lack of IT resources. But no matter the reason, insufficient data management can cause pain throughout the organization:

- Uncontrolled costs: as the size of the database grows larger and larger, hosting costs increase at a higher rate than expected in order to accommodate data storage.
- Slow performance: background reports and processes begin to run slower, or fail before completion due to the size of the database. In addition, productivity is impacted as users experience slower access to the information they need to do their jobs.
- Unpredictable system growth: the size of the database is growing exponentially, and system refreshes and client copies take longer and longer to complete.

Longer term, uncontrolled data growth increases the total cost of ownership (TCO) for your SAP systems; especially for those using SAP S/4HANA in-memory storage. Data relevancy is also impacted, as old or irrelevant data stays in the system and poor data quality can impact your ability to improve efficiency and implement newer technologies.

Trying to address the issue by removing data from the system can create its own set of issues, such as compliance risks from removing data that is required for regulatory reasons.

## Archiving Services

NTT DATA Business Solutions offers an Archiving Service designed to provide your business with insight into the current data environment along with options for archiving and purging of data for more efficient operations. It starts with an archiving workshop to assess your current environment. Common business objectives include:

- Reduce Overall Database Size: potential hosting and cost savings; less data in reports and transactions
- Improve System Performance: improve run times on background jobs; improve transaction code execution times; improve time required for system backups/client copies
- Remove Obsolete/Unnecessary/Incorrect data in system: in preparation for upgrade to SAP S/4HANA, or removal of inactive company code or plant or unnecessary merger data
- Legal Requirements: ensuring compliance with data requirements for the General Data Protection Act (GDPR) or for merger or divestiture agreements.

Deliverables from the workshop include a summary of findings, archiving recommendations and estimate, and recommended next steps.

## SAP Content Server vs. Open Text

NTT DATA Business Solutions' Archiving Services offers two primary options for building your archiving infrastructure. The table below outlines the considerations and benefits for each solution:

	SAP Software	OpenText
License	No additional license needed – SAP Content Server is included (if being used) as part of the license for Basis SAP NetWeaver system	Additional license required
Hardware Requirements	As simple as: Add disk capacity to store archived data As Complex as: Build 3-tier architecture for SAP Content Server	Typically a 2-tier physical environment (PRD and NON-PRD) - QAS and Dev are handled as a logical archive
Technical considerations	This is an SAP instance, thus data is still stored in DB and needs to be backed up. Does not support compliant storage and High Availability scenarios	Long-term archive. Supports hierarchical and compliant storage, supports High Availability environment, more advanced and optimized landscapes
Functionality considerations	Possibly two components for a complete solution for Archiving and Content Storage. SAP Only, no other application integration.	Single Component that provides Archiving and Content Storage and added capabilities – Scanning/OCR functions, multiple application integrations possible.
Overall Recommendation with SAP Notes	SAP Content Server is not recommended for long-term compliance-related Archiving by SAP Archiving group SAP Notes: 2455553 & 2455601	Secure and long-term storage of documents and meta data; Archive Server is an enterprise-wide document management backbone; One Archive Server in a many different scenarios and environments

## Benefits

NTT DATA Business Solutions Archiving Services can help your business to benefit from the following:

- **Improved ECC System** with potential reduction in hosting costs, improved performance and predictable system growth.
- **Focus on TCO and Compliance** by reducing total cost of ownership as system data is curated and data volume growth is kept under control. Old or irrelevant data is archived or deleted in accordance with the data retention policy, and compliance risks are mitigated, since data is only removed based on rules and data management policies.
- **Data Quality and Content Management** is assured through the information lifecycle management/ data governance plan, and your business will have a strategy for data prevention or avoidance, data aggregation/summation, and data archiving and retention. In addition, new data standards will lead to quality data for production activities and reporting, as well as support for AI and machine learning (quality in = quality out).

## Why NTT DATA Business Solutions?

Digital transformation helps companies reach their full potential - if the underlying technologies work for the people using them! At NTT DATA Business Solutions, we design, implement, manage and continuously enhance SAP solutions to make them work for companies - and for their people.

Aiming to transform, grow and become more successful? We provide you with more than in-depth expertise for SAP solutions: As your passionate partner, we connect your business opportunities with the latest technologies - and offer you a unique approach to get the job done as smoothly as possible.

Our close ties to SAP and other partners give you access to innovative solutions and developments. Being part of the global NTT DATA group enables us to master any scope of project.

With operations in more than 30 countries, we have enabled thousands of companies to become more efficient and effective during the last three decades. Our 10,000 experts around the world will also accompany you on your journey toward a truly intelligent enterprise - wherever you want to start!

Ready to Get Started?  
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