### ZEXTRAS CARBONIO

#### Server side

| Private Email Server                       |   |
|--|---|
| Email Server                               | The core of the product is a fully customizable email server. While webmail and collaboration functionalities are integral components, they merely scratch the surface of what our product encompasses. |
| Built-in Antivirus and<br>Anti-spam        | The Zextras Carbonio server boasts an integrated, robust anti-spam and antivirus solution, addressing a common deficiency found in many email servers.  |
| Commercial VDFs<br>(Virus Definition File) | Gain access to regularly updated commercial signatures for top-notch user security against viruses, without the need for payment as they are funded by Zextras.   |
| Private Deployment                         | A Carbonio server remains private<br>by design, whether deployed on a<br>sovereign cloud or on-premises.  |

| Advanced Storage Manage            | ement   |
|------------------------------------|---|
| Object Storage<br>Support          | Enables administrators to transfer a large amount of data to secure cloud storage, reducing storage space usage and eliminating the need for upfront provisioning. Additionally, it seamlessly integrates with various S3-compatible services including Amazon S3, EMC, Scality S3, Ceph, Cloudian, and custom S3 solutions, without any additional cost. |
| Centralized Storage                | Allows admins to use a shared volume for different mailstores. Two main advantages are better data management, especially in large-scale multistore infrastructures, and faster transfer operations such as in mailbox move.  |
| Hierarchical Storage<br>Management | Helps save storage costs by moving old data to more economical storage devices.   |
| Multiple HSM Policies              | This feature improves how data moves automatically using multiple policies at once, giving you more control over storage management.  |
| Item Deduplication                 | It helps save space by automatically deleting duplicate files and storing them only once. The file can be referenced several times if needed without using more space.  |
| Item Compression                   | It helps save space by compressing files,   |

including backup files, to reduce space.

| Volume Management   | Allows admins to manage multiple volumes through both command-line interface (CLI) and graphical user interface (GUI). |
|---------------------|--|
| Attachment Indexing | Allows searching through attachments.  |
| Scality Sproxyd     | Support for cloud storage through Scality RING   |

| Real-time Backup and Res    | tore   |
|-----------------------------|--|
| Real-time                   | Zextras Carbonio backup system is real-<br>time, eliminating the chance of losing  |
| Disaster Recovery           | data even in a disaster.  In case of a disaster that is always a   |
|                             | huge threat, Zextras Carbonio protects<br>all your data. Moreover, the recovery<br>procedure is effortless and quick.  |
| Items Restore               | Allows admins to undelete items such as emails using the backup eliminating the need to restore the whole mailbox, thus saving time and resources.               |
| Restore Local<br>Account    | Allows admins to restore accounts by recovering all items in a specific retention period.  |
| Backup Export               | Allows admins to effortlessly export data from individual domains.   |
| Import External<br>Backup   | Allows admins to seamlessly import and use backup files created on a different infrastructure.   |
| Backup on Object<br>Storage | Allows admins to back up onto external storage devices, whether on S3 bucket or NFS.   |
| Automatic Purge             | The automatic cleanup operation to remove backups that exceed a specified retention time.  |
| Fast Multi-threading        | Helps the restore procedure by restoring multiple accounts simultaneously to speed up the process.   |
| Legal Hold/<br>eDiscovery   | Legal Hold and eDiscovery allow to preserve and protect electronic data, such as emails and documents, for potential use in legal proceedings or investigations. |

## ZEXTRAS CARBONIO

**Secure Authentication** 

| Two-factor<br>Authentication                              | To boost the security of user accounts using any time-based one-time password app.  |
|---|---|
| SAML Integration  | Users can securely and easily log into their accounts without providing their credentials using any identity provider.  |
| Support for Both<br>IdP-initiated and<br>SP-initiated SSO | IdP-initiated SSO: end users can log into their identity provider account such as Okta, AzureAD, AuthO, UCS, etc., and select the specific app to log into their account. SP-initiated SSO: end users can use the LOGIN SAML button in the login page to send an authorization request to their identity provider, such as Okta. When it's approved, they log into their account. |
| Domain Level<br>Authentication                            | Allows admins to configure different authentication mechanisms for different domains based on the requirements and preferences of each domain.  |
| Dedicated Mobile<br>Password                              | Allows users access to the account using a dedicated credential. It will enhance security by enabling access without using the main password.   |
| Service Password  | Allows admins to generate passwords specifically for individual services like SMTP or IMAP.   |
| Support for QR<br>Code                                    | To allow users to connect to TOTP-<br>supported apps such as Google<br>Authenticator for 2FA simply by scanning<br>the generated QR code.   |
|   |   |
| High Availability   |   |
| Service Based   | The high availability feature operates entirely on a service basis, allowing optimization of resources for specific critical services, thereby ensuring maximum uptime and reliability where it matters most.   |
| Redundant<br>Services                                     | All services are equipped with redundant capabilities where backup systems automatically take over individual services separately, ensuring higher efficiency and minimal downtime.   |
| Active/Active<br>Replica on Mailbox                       | All backup copies are active and ready to replace the main copy if needed, ensuring continuous access to server data.   |
| Per User Replica  | Replicas can be activated for specific users individually, ensuring that each user's data is protected according to their specific needs and priorities.  |

| Administrative Tools                           |  |
|--|--|
| Domain Settings                                | Allows global admins to create, edit, and manage domains.  |
| Email Quota<br>Management                      | Allows global admin to set different types of quota limits for user inboxes.   |
| Files Quota<br>Management                      | Allows global admin to set different types of quota limits for user files.   |
| User Management                                | Allows creation, modification, and removing different users and specifying different properties for each user individually.  |
| Delegated<br>Administration                    | Allows certain users to handle tasks such as adjusting mailbox settings, domain management, etc. rendering server management easier while keeping things secure and organized.   |
| Multi-tenant<br>Environment                    | Allows for efficient resource utilization, cost-<br>sharing, and scalability, ideal for businesses<br>serving multiple customers or users through<br>a single platform instance where each client<br>or tenant shares resources while maintaining<br>their own secure environment. |
| Automatic SSL<br>Management<br>(Let's Encrypt) | Provides admins with simplified SSL certificate management through the admin panel, facilitating secure website encryption and ensuring data integrity for user logins, sensitive information transmission, etc.   |
| Class of Service<br>(CoS)                      | Allows admins to define service levels and allocate them to specific user groups, optimizing resources and performance across the domain.  |
| White Labeling                                 | Allows for personalization of the user interface based on customers' logos, color preferences, etc.  |
| FACC   |  |
| EAS Support                                    |  |

|  | etc.  |
|--|---|
|  |   |
| EAS Support  |   |
| ABQ Device Control   | Granular allow/block/quarantine access control for mobile devices connecting to the server enhancing security.  |
| Address Book<br>Service for External<br>Clients Such as<br>Outlook | Allows external clients, such as Outlook, that don't support multiple address book synchronization or autocomplete feature to subscribe to an LDAP-based address book managed by the administrator. |
| Anti-DDoS  | Allows admins to specify a limit and automatically suspend the connections on devices that exceed the limit.  |
| Mobile Device<br>Management<br>(MDM)                               | Allows remote mobile management such as remote wipe, application control, security features, etc.   |

## ZEXTRAS CARBONIO

#### User side

| Email  |   |
|--|---|
| Multiple Compose Tabs  | To facilitate composing without the need to close other tabs.   |
| Full Compose for Rich<br>Text Emails                               | Separate tab to use full rich text capabilities.  |
| Single/Conversation<br>View Modes                                  | To read emails as a conversation or in separate email messages.   |
| Attachment Preview   | Opening attachments without the need to download the attachment or close the email pane.  |
| Drag and Drop<br>Capabilities                                      | Easily manage attachments and move emails into different folders including trash.   |
| Address Autocomplete   | Quick email address suggestions based on the global address list.   |
| Scheduled Sending  | To send prepared email messages at the exact time even when the sender is logged out.   |
| Shared Accounts  | To access different accounts at the same time in the same client session.   |
| Advanced Message<br>Filtering                                      | To manage incoming messages to different folders including trash, based on sender address, domains, keywords, etc.              |
| Manage Messages<br>Using Tags and Folders                          | To tidy up email messages based on your teams, projects, or other preferences for future reference.                             |
| Shared Folders between<br>Users                                    | Extremely useful for team members, project collaborators, or any arbitrary group of users to receive affiliated email messages. |
| Granting View, Manage, or Administrative Rights for Shared Objects | To define different access permissions for shared objects.  |
| Delegating Users to<br>Reply on Behalf of You                      | Useful for team members, project managers, etc.   |
| Integrated Spam<br>Management                                      | To mark messages as spam or remove them from the spam list by users.  |
| Multiple Address Books   | Useful for managing address books of big enterprises with multiple sectors.   |

| Shared Address Books                                 | To allow multiple users access to different address books.  |
|--|---|
| Smart Check for<br>Attachments                       | Alerts users whenever they click the send button with any reference of an attachment in the e-mail body but no files actually attached, helping them to remember to attach the files. |
| Recover Messages                                     | In order for users to restore permanently deleted emails, if enabled by the system administrator.   |
| Calendar   |   |
| Multiple Calendar<br>Management                      | To use different calendars for different tasks.   |
| Customizable Event<br>Invitations                    | Event invitations can be easily modified to provide invitees with more information such as instructions to connect or meeting motivations.  |
| Public and Private<br>Calendars Events               | Each calendar event can be configured separately to hide or display to other users.   |
| Optional and<br>Mandatory Attendees<br>and Resources | To differentiate between optional attendees so the meeting can start without the need to wait for them.   |
| Free/Busy Hours<br>Detection                         | Easily notifies users about free hours of invitees, locations, and equipements, useful when scheduling meetings.  |
| Shared Calendar<br>Management                        | To manage who can see which calendars and easily modify or change settings.   |
| Grant View, Manage or<br>Administrative Rights       | To define different access permissions for shared objects.  |
| Configurable Reminders                               | Reminders can be configured for various times.  |
| Customizable Repeating Events                        | Events can be set to repeat based on several factors such as the last Friday of each month.   |
| Drag and Drop<br>Capabilities                        | To easily change and modify events and the timetable.   |

# ZEXTRAS CARBONIO

| Search   |  |
|--|--|
| Search   |  |
| Search Email, Contacts,<br>Events, Attachments,<br>and Files | Search between all different components, separately or together.   |
| Search Filters   | To refine search queries using various filters such as subject, date, attachment, etc.                                     |
| Advanced Search  | Allow specific logical operators to perform fine grade and detailed searches through all the modules.                      |
| Collaboration  |  |
| Browse, Upload,<br>Download, Metadata<br>Search, etc.        | File manager to organize files and folders.  |
| File Versioning  | Automatically keeps track of the file edits. Especially useful in collaborative editing.                                   |
| Real-time Collaborative<br>Editing                           | Several users can edit, comment, and contribute to documents, spreadsheets, and presentation files simultaneously.         |
| Service Load Balancing                                       | Not limited to one server to spread the processing load onto different nodes.  |
| Multi-node Architecture and Scalability                      | Provide scalability by using different servers in the infrastructure to create a multi-node environment for collaboration. |
| Full Sharing Capabilities                                    | Share files with granular control over permissions that can be easily modified at any time.                                |
| Internal Document<br>Sharing                                 | Share documents and files easily and securely within the infrastructure users.   |
| Generating Public Links<br>for External Document<br>Sharing  | Share documents and files easily by generating a public link for people without any account in the infrastructure.         |
| Document Access<br>Control (View Only,<br>Edit, etc.)        | Set who can do what with shared documents.   |
| Support for ODF File<br>Formats                              | Support for Open Document Format (.odt, .odp, .ods) formats to create, edit, and save different files.                     |
| Support for OOXML<br>File Formats                            | Support for Microsoft Office Open<br>XML (.docx, .pptx, .xlsx) formats to<br>create, edit, and save different files.       |

| Communication                              |   |
|--|---|
| Text Messaging (One-<br>to-one or Groups)  | Easy to send messages without writing a formal email which is especially useful to save time. You have also the full functionality of group conversations.                        |
| Reply, Edit, and Delete<br>Messages        | Easily modify texts inside message bubbles. Edit and delete come with a time limitation.  |
| Video Meeting (One-to-<br>one or Groups)   | Video meetings and conferences, audio calls whether 1:1 or in the group, etc.   |
| Screen Sharing                             | Share your entire screen, a specific window, or only one tab in your browser during a video call.   |
| Meeting Rooms                              | To temporarily create rooms for video calls and virtual meetings, with waiting rooms and external participants.   |
| Waiting Room                               | Allows moderators to choose who can join the rooms through a list of requests by users in the waiting room who want to participate in the meeting.                                |
| Multiple Moderators                        | To grant specific permissions to other participants which helps manage the meeting and the group.   |
| Support for External<br>Participants       | External users who do not have an account on the infrastructure can be invited to the meetings and participate. The invitation is sent through an email to notify external users. |
| Multiple Video Servers                     | To reduce processing power and bandwidth usage.   |
| Meeting Recording                          | To record the meetings directly into the Files.   |
| Virtual Backgrounds                        | To add a background for users' video streams.   |
|  |   |
| Mobile Apps                                |   |
| Native iOS and Android<br>Apps             | Mail app for emails, calendars, contacts. Files for collaboration and file management. Chats for chats and video calls.   |
| Multi Identity Support<br>for the Mail App | You can use several accounts all logged in the app at the same time to receive, send, and manage emails.  |
| Push Notification                          | To inform users when new messages are received.   |