

The Complete Guide to Eradicating PST Files



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by Paul Cunningham

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PST files are a relic of the past. They're inefficient, insecure, and prone to corruption. If you're still using PST files, it's time to make a change. This guide will show you how to eliminate PST files from your organization and unlock the benefits of a modern, efficient email management system.

What are PST Files?

PST files are Personal Storage Table files. They're used by Microsoft Outlook to store email messages, contacts, and calendar events. PST files are stored on your local computer, which makes them vulnerable to data loss if your computer is lost, stolen, or damaged.

PST files are also inefficient. They can become very large, which can slow down Outlook and make it difficult to manage your email. PST files also don't support many of the features that are available in modern email

management systems, such as email archiving, eDiscovery, and compliance.

Why Should I Eradicate PST Files?

There are many reasons why you should eradicate PST files from your organization:

- **They're inefficient.** PST files can become very large, which can slow down Outlook and make it difficult to manage your email.
- **They're insecure.** PST files are stored on your local computer, which makes them vulnerable to data loss if your computer is lost, stolen, or damaged.
- **They don't support modern features.** PST files don't support many of the features that are available in modern email management systems, such as email archiving, eDiscovery, and compliance.
- **They're a legal liability.** PST files can contain sensitive data, such as customer information, financial data, and trade secrets. If your PST files are subpoenaed, you could be held liable for the data they contain.

How to Eradicate PST Files

There are several ways to eradicate PST files from your organization. The best method for you will depend on your specific needs and environment.

One option is to migrate your email data to a modern email management system. This will allow you to access your email from anywhere, on any device. It will also give you access to a variety of features that are not

available with PST files, such as email archiving, eDiscovery, and compliance.

Another option is to archive your PST files. This will move your PST files to a secure, off-site location. This will protect your data from loss if your computer is lost, stolen, or damaged. It will also make it easier to manage your email data.

If you need to access your PST files on a regular basis, you can use a PST viewer. This will allow you to view and manage your PST files without having to import them into Outlook.

Benefits of Eradicating PST Files

There are many benefits to eradicating PST files from your organization. These benefits include:

- **Improved efficiency.** Modern email management systems are much more efficient than PST files. They can handle large volumes of email without slowing down. They also support a variety of features that can help you to manage your email more effectively.
- **Increased security.** Modern email management systems are much more secure than PST files. They store your data in a secure, off-site location. They also use a variety of security measures to protect your data from unauthorized access.
- **Access to modern features.** Modern email management systems support a variety of features that are not available with PST files. These features include email archiving, eDiscovery, and compliance.

- **Reduced legal liability.** Modern email management systems can help you to reduce your legal liability by protecting your data from unauthorized access. They can also help you to comply with a variety of laws and regulations.

PST files are a relic of the past. They're inefficient, insecure, and prone to corruption. If you're still using PST files, it's time to make a change. This guide has shown you how to eliminate PST files from your organization and unlock the benefits of a modern, efficient email management system.

Don't wait any longer. Eradicate PST files from your organization today and start enjoying the benefits of a modern email management system.



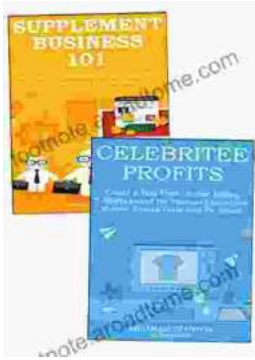
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