

VRI Vital-Link Online Media Management Services

Vital-Link Online Media Inventory Management

The Vital-Link Software tracks all of the original information related to the tape/media, including (data set, name, create date, return date). The reports and queries sent each day have the ability to be exported into MS Excel (csv files with an automated email response of all media activity that substantiates audit requirements. Each confirmation of all tape movement are created and then uploaded through the secure site providing a complete discrepancy reporting of all movement to and from VRI secure facilities. Confirmation is made of all media recalled prior to the designated return date.



Security

- Secure connections are established through the use of 128 bit SSL encryption
- All servers are housed and maintained within VRI's secure offsite facilities by VRI Staff

Integrity

- VRI provides 100% verification of all media movement to and from VRI's secure offsite vault.
- Email notification of any discrepancies realized during the verification process is emailed to the customer as part of the daily reports.

Flexibility

- Vital-Link allows the ability to query your inventory from any web browser at any time
- Movement listings can be manually created or extracted from existing Tape management software

Information Tracking

Full Reporting/Query capabilities including:

- Complete Offsite Inventory Reports
- Complete list of Outstanding Recalled* Media
- Complete list of Expired Media
- Query your media by:
 - Media ID
 - Datasetname/Description
 - Outcode/Media Type
 - Container ID
 - Dates
 - Create Dates
 - Return Dates
 - Receive Dates
 - Recall Dates



**Recalled Media is a medium that has been requested back prior to their defined return dates.*

VRI Smart Hands Tape/Media Exchange Services

VRI Smart Hands Services

VRI's Smart Hands Tape Exchange Services provides daily tape rotation at your colocation facilities. These services combine our technical trained staff of bonded couriers and librarians. We ensure your storage media is properly rotated on a set schedule. VRI provides customer with our Vital-Link tape inventory tracking software to provide daily reports on all tape movement. Our Vital-Link software provides you with an online, electronically-validated audit trail for all tapes.

Vital Records provides scheduled daily/weekly tape rotation services 7x24/365, including emergency service requests

for media changes. After verification, all customer tapes and media are filed in volume serial order within the customer's dedicated vault within the VRI regional secure facilities.

Ask the VRI Staff how we can help

Our smart hands services eliminate the need for your IT department to send valuable personnel to your colocation site for routine tape pickup and delivery. With over 30 years of experience providing high-quality data protection and tape-vaulting services, you can depend on our team of highly-trained, bonded couriers.

VRI Smart Hands Process

1. VRI provides Smart Hands-Secure 24x7x365 on-site tape exchange at your datacenter and colocation facilities.
2. Customer submits distribution list with Vital-Link software.
3. Onsite-scanned media is compared to customer distribution list.
4. VRI GPS tracked vehicles provide secure transport of tape/media to VRI's secure vaulting facility.
5. Upon arrival at VRI, media is scanned and verified by bonded librarians.
6. After verification, the tape media is filed in volume serial order within the customers dedicated vault location.
7. Movement reports & discrepancy notifications are emailed to customers.

