

# Vbrick Video Retention Service

The Vbrick Video Retention Service automates video lifecycle management and governance in your Vbrick EVP Cloud environment. By enforcing retention, archiving, and expiration policies at scale, the service ensures videos are kept only as long as necessary — reducing risk, improving compliance, and eliminating manual cleanup.



## KEY BENEFITS

- ◉ Reduce compliance and legal risks by consistently enforcing retention rules
- ◉ Eliminate storage sprawl by removing outdated or unused content
- ◉ Strengthen governance through automated, policy-driven workflows
- ◉ Simplify IT operations by reducing manual administrative overhead

## CORE CAPABILITIES

- ◉ **Policy-Based Detection:** Identify videos using flexible criteria that align with organizational policies, such as categories, tags, upload date, and last viewed date.
- ◉ **Advance Owner Notifications:** Send automated notification emails to content owners in advance of policy enforcement using customizable templates and delivery schedules.
- ◉ **Video Archiving:** Download video files, supplemental files, and associated metadata for storage in local or network repositories.
- ◉ **Automated Enforcement:** Delete videos or set them to inactive when policy conditions are met.
- ◉ **Administrative Reporting:** Receive detailed summary report emails with a full audit of completed actions, policy exceptions, and processing errors.

## HOW IT WORKS

- 1 Scheduled Scan:** The service scans your Vbrick library using specified filters and date criteria.
- 2 Policy Evaluation:** Videos that meet defined rules are selected for action, up to a configurable daily processing limit.
- 3 Owner Notifications:** Content owners receive advance notifications before changes occur.
- 4 Archiving & Enforcement:** Video files and metadata are exported when archiving is required. Videos are deleted or made inactive based on the configured policy.
- 5 Administrative Summary:** Administrators receive a summary report.

## VIDEO LIFECYCLE POLICIES AND WORKFLOWS

The Vbrick Video Retention Service supports complex governance workflows such as detecting inactive videos, sending escalation reminders, issuing expiration warnings, and automatically removing content when owners take no action within a defined timeframe.

## IDEAL FOR

- ⦿ Enterprises with large and growing video libraries
- ⦿ Organizations with strict retention or compliance mandates
- ⦿ Teams responsible for data hygiene and governance initiatives

**LEARN MORE**

Contact your Customer Success Manager or email [csmgroup@vbrick.com](mailto:csmgroup@vbrick.com) for more information.



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