

ZCP trunk (build 42638)

**Zarafa Collaboration
Platform**

Feature List



Zarafa

ZCP trunk (build 42638) Zarafa Collaboration Platform Feature List Edition 7.0

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The Zarafa Collaboration Platform (ZCP) combines the usability of Microsoft Office Outlook with the stability and flexibility of a Linux server. It features a rich web-interface, the Zarafa WebAccess, and provides brilliant integration options with all sorts of clients including all most popular mobile platforms.

Most components of ZCP are open source, licensed under the [AGPLv3](http://www.gnu.org/licenses/agpl-3.0.html)¹, can therefore be downloaded freely as [ZCP's Community Edition](http://www.zarafa.com/content/community)².

Several closed source components exist, most notably:

⁴ <http://creativecommons.org/licenses/by-sa/3.0/>

¹ <http://www.gnu.org/licenses/agpl-3.0.html>

² <http://www.zarafa.com/content/community>

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- the Zarafa Windows Client providing Microsoft Office Outlook integration,
 - the Zarafa BES Integration providing Blackberry Enterprise Server connectivity,
 - the Zarafa ADS Plugin providing Microsoft Active Directory integration, and
 - the Zarafa Backup Tools.

These components, together with several advanced features for large setups and hosters, are only available in combination with a support contract as part of *ZCP's Commercial Editions*³.

Alternatively there is a wide selection of hosted ZCP offerings available.

This document, the feature list, will describe the generic features and functionality of ZCP.

³ <http://www.zarafa.com/content/editions>

1. Zarafa Feature List	1
1.1. Introduction	1
1.2. Microsoft Office Outlook	1
1.2.1. General	1
1.2.2. E-mail	1
1.2.3. Calendaring	2
1.2.4. Contacts	2
1.2.5. Tasks	3
1.3. WebApp	3
1.3.1. General features	3
1.3.2. E-mail	3
1.3.3. Calendaring	4
1.3.4. Contacts	4
1.3.5. Tasks	5
1.3.6. Unified Communication	5
1.4. WebAccess	5
1.4.1. General features	5
1.4.2. E-mail	6
1.4.3. Calendaring	7
1.4.4. Contacts	7
1.4.5. Tasks	7
1.4.6. Plugins	8
1.5. Mobility	8
1.6. General server features	8
1.7. Administration	9
1.8. Storage & multi-server	10
1.9. Archiving, history & storage profiling	11

Zarafa Feature List

1.1. Introduction

The Zarafa Collaboration Platform (ZCP) is an open source software suite running on Linux capable of replacing Microsoft Exchange. Its architecture is very modular, makes use of standards wherever possible, and integrates with common open source components which allows you to share your e-mail, calendar and contacts via Microsoft Office Outlook or Zarafa WebAccess. With the Microsoft Active Directory plugin Zarafa can be easily integrated in your existing Microsoft Windows® network.

This feature list will give an overview of all available features in both client and server.

1.2. Microsoft Office Outlook

Microsoft Office Outlook is supported as user interface, providing a transparent experience for end users who might already be familiar and trained for use of with this application. Zarafa officially supports Microsoft Office Outlook 2000 - 2010. It's recommended to use minimally Microsoft Office Outlook 2003 or later, while unicode support is only available since version 2003.

1.2.1. General

Softdelete system	Possibility to restore items after they are deleted
Secure remote connectivity	Connect Microsoft Office Outlook remotely over HTTPS
Offline support	Have your private mailbox available when no connection is available
Out of office	Enable out of office reply during holidays
MSI installer	The Zarafa Windows Client comes in MSI format and can be easily deployed
Auto update service * *	Ability to download the latest client from the Zarafa server automatically after an update
Single Sign On	Automatic login to Microsoft Office Outlook using your Microsoft Windows® credentials

1.2.2. E-mail

Basic mail features	Reply, forward, copy, move and print email
Multiple format	Send email in HTML, RTF or plain text format
Importants flags	Send flag which display low/normal/high importance
Serverside rules wizard	Organise and move your e-mail to subfolders to work more effectively
Junk mail control	Spam e-mails are automatically moved to your Junk E-mail folder
Reply to address	Change the reply-to address in the send email
Read receipt support	See when somebody reads your e-mail
Multiple account	Send email as another user for example info@example.com ¹

Chapter 1. Zarafa Feature List

Follow up flags	Set flags for important emails
New mail notifications	Receive pop-ups when new emails arrive
Postponed delivery	Send email with a delay
Delivery report notifications	Receive a status email report after a email is successfully delivered on it's destination
Group by category	Organise and sort your email via the category view
Archive to pst files	Via the Microsoft Office Outlook archive function you can auto archive emails
S/Mime support	Send/receive signed and encrypted email
Email signatures	Add a signature to all outgoing emails
Out of office	Enable out of office replies during absence

1.2.3. Calendaring

Basic calendar features	Create, move, copy, delete appointments
Recurrent items	Make recurrent appointments
Reminders	Get a pop-up before a meeting
Meeting request	Invite people for a meeting by sending them a meeting request
Freebusy times	See when your colleagues are available or in a meeting and plan a meeting in only 10 seconds
Share your calendar with your colleagues	Share calendar with other users and groups within the organisation
Resources support	Schedule a resource such as a meeting room or a beamer
Category support	Set the category per calendar item
Private item support	Set private flag for appointment so your colleagues cannot details of a meeting
Multiple calendars in one view	This is available in Microsoft Office Outlook 2003 and higher
Group calendars	Create group calendar for department or selection of users
Coloring labels	Add colored labels to all your appointments
Organise by category	Organise calendar items by category

1.2.4. Contacts

Basic contact features	Create, move, copy, delete contacts
Distribution list support	Create distribution list for sending email to multiple contacts
Send vCards	Send contact business cards to other people by email
Automatic address resolving	Automatic resolving of internal emailaddresses
Enhanced Global Address Book	Ability to see all detailed information of all user and groups within the organisation
Public folder contacts	Ability to have central contact folder for a department or the whole organisation

Private contacts	Hide your contacts for your colleagues
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1.2.5. Tasks

Basic task features	Create, move, copy, delete tasks
Send task requests	Assign task to your colleagues by email
Private tasks	Hide your tasks for your colleagues
Recurrent tasks	Plan recurrent tasks for weekly or daily todos
Task reminders	At set intervals be reminded of task due for delivery

1.3. WebApp

1.3.1. General features

Access to shared folders and Public folder	Open shared email, contacts, calendar, task folders
Security permissions	Set the permissions on your calendar and other folders, to share your items with your colleagues
Keyboard controls	Navigate the WebApp features with basic keyboard shortcut commands, expanded keysets are on the roadmap
Multi language support	The Zarafa WebApp is available in English, German, Italian, French, Dutch, Spanish, Portuguese and more languages
Print function	Print emails, calendar overview, contacts or tasks
Resize preview panes	Change inbox views by resizing the preview panes
Rebranding	Zarafa WebApp can be easily rebranded and customised
Plugin framework	Highly extensible plugin structure
Two-factor authentication	Zarafa WebApp offers different plugins for two-factor authentication with 3rd party solutions for higher security

1.3.2. E-mail

Drag & Drop items to subfolders	Organize email and calendar items in the same way as Microsoft Office Outlook
Right mouse click on items and folders	Delete, print, reply, forward mail direct via right mouse button
Email address autocompletion	Emailaddress completion of earlier used emailaddresses
Multiple "from" addresses	Ability to send email from different from addresses as part of the delegation rights
Read receipts	Request read receipts for sent emails
New email notifications	Receive a message when new email is received
Signature support	A signature can be added under each send email message

Chapter 1. Zarafa Feature List

Multiple signatures support	E.g. a signature in users native language and one other language, or default and reply signatures
Multiple formats	Send email in either plain text or HTML
Importance flags	Send flag which display low/normal/high importance
Colored flags	Organize email by setting flags of different colors
Sensitivity support	Set sensitivity of new emails to private, confidential or personal
Quick search	Quickly search for emails on body, subject, To, From or cc
Sorting	Sort email on subject, date, from address, size
Send delegation	Send emails as another user if the permissions are set (secretary functions)
Html and online images	HTML emails with online images <i>inline</i> and real inline images in emails
Spellchecker	Check new emails for spell mistakes using the embedded browser spellings tools

1.3.3. Calendaring

Today view	Customizable overview of the upcoming appointments and tasks
Recurrent items	Create recurrent calendar items
Private items	Create private calendar items, that will not be visible for other users
Meeting requests	Invite people for meetings via meeting requests
Scheduling resources support	Schedule meeting rooms, beamers via the freebusy times
Freebusy times	See when colleagues are available or in a meeting and plan a meeting in only 10 seconds
Resource scheduling	Book resources, like rooms or equipment directly from WebApp
Automatic reminders	Reminder pop-up when this is indicated
Category support	Set categories to appointments to better organise the calendar
Side-by-side calendars	Overview of multiple calendars side-by-side
Overlay calendars	Overview of multiple calendars in an overlay
Multiple calendar views	View the calendar in a day, workweek, 7 day week or month view
Multiple calendars per mailbox	Ability to have multiple calendar within a single mailbox
Configurable calendar resolution	Options to plan the calendar in different resolution timeblocks

1.3.4. Contacts

Enhanced Global Address Book	All users and groups within the organisation available in the Global Address Book
Resolve names function	Automatic resolving of internal email addresses

Autocomplete list	History function of already used email addresses
Private contacts	Have personal contacts that are not visible for other users
Contact card view	See all your contacts in the business card view, just like Microsoft Office Outlook
Detailed contact dialog	With e.g. many phone numbers option equal to Microsoft Office Outlook

1.3.5. Tasks

Basic task features	Create, move, copy, print and delete tasks, set due dates and status
Tasks detail fields	Additional task details like milage, company, billing etc
Task reminders	At set intervals be reminded of task due for delivery
Tasks viewing & quick entry	View, sort, mutate, add and remove tasks from a single overview

1.3.6. Unified Communication

Online meeting	Create online conference directly from the Zarafa WebApp
Instant messaging	Use the embbedded instant messaging client to directly chat with colleagues
Presence information	Set personal presence status and see presence of colleagues

1.4. WebAccess

1.4.1. General features

Access to all personal data	All data is available via Microsoft Office Outlook "Look & Feel"
Access to shared folders and Public folder	Open shared email, contacts, calendar, task folders
Security permissions	Set the permissions on your calendar and other folders, to share your items with your colleagues
Keyboard controls	Navigate the WebAccess features with keyboard shortcut commands
Quota indicator	See the size of the mailbox and related quota level
Multi language support	The Zarafa WebAcces is available in English, German, Italian, French, Dutch, Spanish, Portuguese and more languages
Print function	Print emails, calendar overview, contacts or tasks
Resize preview panes	Change inbox views by resizing the preview panes
Softdelete system	Restore and permanently delete items via the softdelete system

Chapter 1. Zarafa Feature List

Multiple themes	Multiple color themes are available for WebAccess
Rebranding	Zarafa WebAccess can be easily rebranded and customised
Plugin framework	Plugin structure + archiving to other apps (contacts tab)
Two-factor authentication	Zarafa WebAccess offers different plugins for two-factor authentication with 3rd party solutions for higher security

1.4.2. E-mail

Drag & Drop items to subfolders	Organize email and calendar items in the same way as Microsoft Office Outlook
Right mouse click on items and folders	Delete, print, reply, forward mail direct via right mouse button
Email address autocompletion	Emailaddress completion of earlier used emailaddresses
Multiple "from" addresses	Ability to send email from different from addresses
Autosave drafts	Automatic save emails every several minutes
Read receipts	Request read receipts for sent emails
New email notifications	Receive a message when new email is received
Signature support	A signature can be added under each send email message
Multiple formats	Send email in either plain text or HTML
Importance flags	Send flag which display low/normal/high importance
Colored flags	Organize email by setting flags of different colors
Sensitivity support	Set sensitivity of new emails to private, confidential or personal
Quick search	Quickly search for emails on body, subject, To, From or cc
Advanced search	Search on flags, categories and other items related fields
Sorting	Sort email on subject, date, from address, size
Wizard rules	Automatic move, copy, delete, redirect or forward incoming email via the wizard rules
Send delegation	Send emails as another user if the permissions are set (secretary functions)
Multiple signatures	E.g. a signature in users native language and one other language
Html and online images	HTML signatures with online images <i>inline</i> and real inline images in emails
Export individual emails	Save the email as .eml file to the pc
Drag & drop plugin	Via Firefox drag&drop plugin attachments can be easily copied from desktop to new email window
Spellchecker	Check new emails for spell mistakes
Mailto support	Open Zarafa WebAccess when clicking on mailto links on websites
Multi upload of attachments	Upload multiple attachments in a single click
Inline messages support	Add items from mailbox as attachment to newly created emails

S/Mime support	Send/receive encrypted and signed emails (requires additional WebAccess plugin)
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1.4.3. Calendaring

Today view	Customizable overview of the upcoming appointments and tasks
Recurrent items	Create recurrent calendar items
Private items	Create private calendar items, that will not be visible for other users
Meeting requests	Invite people for meetings via meeting requests
Resources support	Schedule meeting rooms, beamers via the freebusy times
Freebusy times	See when colleagues are available or in a meeting and plan a meeting in only 10 seconds
Resource scheduling	Book resources, like rooms or equipment directly from WebAccess
Automatic reminders	Reminder pop-up when this is indicated
Coloring labels	Set color labels on items
Category support	Set categories to appointments to better organise the calendar
Multi user calendar	Overview of multiple calendars below each other
Multiple calendar views	View the calendar in a day, workweek, 7 day week or month view
Multiple calendars per mailbox	Ability to have multiple calendar within a single mailbox
Configurable calendar resolution	Options to plan the calendar in different resolution timeblocks
Create calendar items from emails	Ability to drag&drop email to calendar folder to directly create new appointment

1.4.4. Contacts

Enhanced Global Address Book	All users and groups within the organisation available in the Global Address Book
Resolve names function	Automatic resolving of internal email addresses
Autocomplete list	History function of already used email addresses
Private contacts	Have personal contacts that are not visible for other users
Contact card view	See all your contacts in the business card view, just like Microsoft Office Outlook
Detailed contact dialog	With e.g. many phone numbers option equal to Microsoft Office Outlook
Contact photo picture	See contact photo picture of contacts

1.4.5. Tasks

Basic task features	Create, move, copy, print and delete tasks, set due dates and status
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Chapter 1. Zarafa Feature List

Send task requests	Assign task to your colleagues by email
Tasks detail fields	Additional task details like milage, company, billing etc
Recurrent tasks	Plan recurrent tasks for weekly or daily todos
Task reminders	At set intervals be reminded of task due for delivery
Tasks viewing & quick entry	View, sort, mutate, add and remove tasks from a single overview
Public task folders	Create shared task folders to coordinate with colleagues
Create tasks from emails	Ability to drag&drop email to tasks folder to directly create new task

1.4.6. Plugins

1.4.6.1. Spread Webmeeting Plugin

Instant webmeetings	Create instant web meetings supporting Voip, video, document sharing and whiteboards from emails and contacts
Create meetings with attachments	Attached content of the emails can be included in the webmeetings automatically
Add users from outside the selection	Additional users can be added in the webmeeting planning dialog
Schedule and prepare your meetings	View content in the online meeting in preparation of the meeting start
Meeting agenda bookings	All participants receive meeting requests for the agenda's with the online web meetings details.
Web meeting summary	A report is issued to the organizer of the meeting afterward specifying who attended.

1.5. Mobility

Synchronise to iOS	Synchronise emails, contacts and calendar items to iPhone and iPad
Synchronise to Windows Mobile, Android and other Activesync compatible smartphones	Synchronise emails, contacts, calendar items and tasks
Push Mail support	Push mail to receive email in real-time on your device
BES Support * *	Zarafa integrated with a Blackberry Enterprise Server (BES5 and BES Express are supported)
Remote wipe support	Ability to remote wipe mobile devices
Global Address Book integration	Search for Global Address Book users from mobile device

1.6. General server features

Public folders	Keep a central calendar and contact folders to which everybody has access
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Set security rights on Public folder	Set a propagated rights structure on separate Public folders
Mail delivery in Public Folders	Ability to deliver email to a specific folder in the Public Folder
IMAP / POP3 gateway	Access your email via different POP3 or IMAP clients, like Thunderbird or Microsoft Outlook Express
iCal gateway	Synchronise your calendar via ical*
Ical meetingrequest	Ical compatibility to accept and send meeting requests
Caldav gateway	Synchronise your calendar items and tasks via Caldav*
Indexed based searching	Perform fast searching by using Kyoto Cabinet and Lucene indexing technology
Search on attachments	Ability to index attachment, so users can search also within attachments (e.g. word, powerpoint, ODF, RTF, PDF and ZIP)
MTA integration	Integration with existing Linux MTA's, like Postfix, Qmail, Sendmail or Exim
Integration with antispam and antivirus software	Because of the integration with different Linux MTA's, Zarafa can also be integrated with several antispam and antivirus software
Disclaimer support	Possibility to add disclaimers to outgoing emails
Multi language support	Zarafa is available in English, German, Italian, French, Dutch, Spanish, Portuguese and more languages
Support for multiple Linux distributions	Official support for enterprise Linux distributions like Red Hat, SuSE, Ubuntu LTS and Debian
Fax server integration	Ability to send faxes directly via Microsoft Office Outlook or Zarafa WebAccess
PHP-MAPI extension	Integration with other (PHP) applications is very simple via the PHP-MAPI extension
Python-MAPI module	Integration with Python applications
Clustering / High Availability support	Ability to integrate Zarafa with High Availability stacks, like Heartbeat, Pacemaker or Red Hat Cluster Suite
Zarafa Exchange Freebusy interoperability * * *	Synchronise freebusy data between Zarafa and Exchange for easier interaction between users
Extensible Delivery agent	The Zarafa Dagent can be extended with scripting to hook into the incoming mail processing for manipulations
Extensible Spooler agent	The Zarafa Spooler can be extended with scripting to manipulate outgoing mail
Out of Office commandline control	Using commandline utility to control the generic out-of-office settings of a user or shared mailbox

1.7. Administration

Integration with LDAP server	Zarafa can easily be integrated with OpenLDAP, Novell eDirectory or any other LDAP compliant server
Multiple LDAP servers support	Support for multiple LDAP servers for better availability and redundancy

Chapter 1. Zarafa Feature List

Integration with Microsoft Active Directory	Zarafa can easily be integrated with Microsoft Active Directory server
Synchronisation with unix users	Zarafa can be integrated with existing Linux users from / etc/passwd
Commandline user management	Manage your users and groups with the zarafa commandline administration tool
Graphical (user)management interface	Multiple 3rd party vendors have webbased administration interface available for Zarafa
Different authentication modules	Support for different user authentication methods, like Kerberos and PAM
Multi-tenancy support	Possibility to run Zarafa for several organisations on a single server
Single Sign On support	Use your Microsoft Windows® login credentials to login to Microsoft Office Outlook or Zarafa WebApp automatically
Global Address Book contacts	Have the external SMTP addresses available in the Global Address Book
Support for different group types	The Global Address Book can contain security groups, distribution groups and dynamic groups
Nested groups	Have nested groups available in the Global Address Book
Addresslists support	Ability to create addresslists which represent subsets of the Global Address Book
Hide objects in Global Address Book	Hide users, groups or contacts from Global Address Book
Send delegation	Configure sendas or "send on behalf" permissions for users and groups
User access control	Ability to disable/enable specific services for users
Migration tool	Zarafa offers a migration tool to migrate from Microsoft Exchange, PST files or Scalix to ZCP
Audit logging	Ability to monitor and audit all user actions on delegate mailboxes
Restrict admin permissions	The option to hide mail content from operational usage by the administrator
Service monitoring and status overview	Ability to monitor the status and activity of server process
Various backup methods	All Zarafa data is stored in a MySQL database and attachments on disk, you can use several backup tools for full disaster recovery backups
Bricklevel backup	Bricklevel multithreaded backup tool to backup and restore single mailboxes, folders or items

1.8. Storage & multi-server

Quota support	Limit the size of mailboxes
Per-company quota support	Set the quota per organisation in multi-tenancy mode
Single instance storage	Attachments of mails sent to multiple users are stored only once
Attachment compression	All attachments will be stored gzipped compressed on disk

Multi server support * * *	The possibility to distributed the mailboxes over multiple Zarafa servers
Mail Storage Relocator * * *	Ability to move mailboxes online from one server to another
Reverse Proxy Support * * *	Using a reverse proxy to provide single entry point for Outlook clients and improve security to Zarafa Server nodes

1.9. Archiving, history & storage profiling

Reduce storage though relocation	Reduce storage usage on email server by archiving older messages to different storage
Optimized performance profiling	The relocation of older messages will result in a smaller and a better performing database
Flexible archive policies	Set archive policies and lifetimes from global configuration file
Transparent message action through stubs	Message stubs enable user to manage archived items from the default mailbox
Archive on delivery	All incoming email can be instantly archived to archive mailbox
Archive on sending	All outgoing messages can be instantly archived to archive mailbox
Management from Active Directory	Archive mailboxes can be enabled per user from the Active Directory management console
Management from OpenLDAP	Archive mailboxes can be enabled per user by setting the archive attributes
Automatic archive store linking	Users with an archive mailbox will automatically have their archive store accessible in Outlook and Webaccess
Delegate archive store linking	Users with delegate permissions also gain the same delegate permissions on the archive store of the delegate user
Many to one archive structures	A custom archive strategy allows archive store constructions combining more users in single archive stores
Centrally controled access to archives	The default permissions to archive stores can be configured from the global archive configuration file
Archiving using commandline tools	The zarafa archiving can be fully incorporated in advanced scripting and system administration tools

* = Thunderbird Lightning is the preferred client
 ** = Only available in the Professional and Enterprise edition
 *** = Only available in Enterprise edition

