



CYBONET



PineApp Mail Secure

5.1 Solution Modules

Manual



4 April 2017

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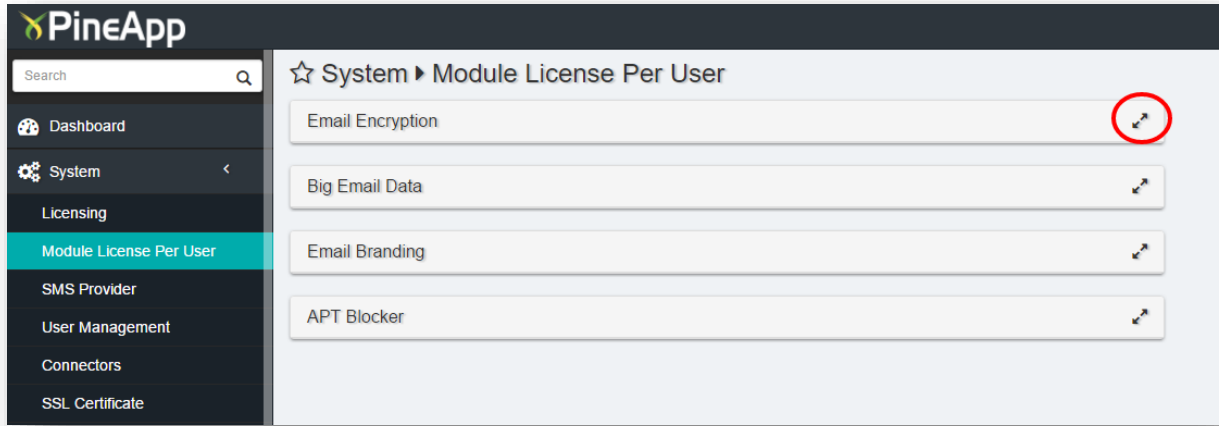
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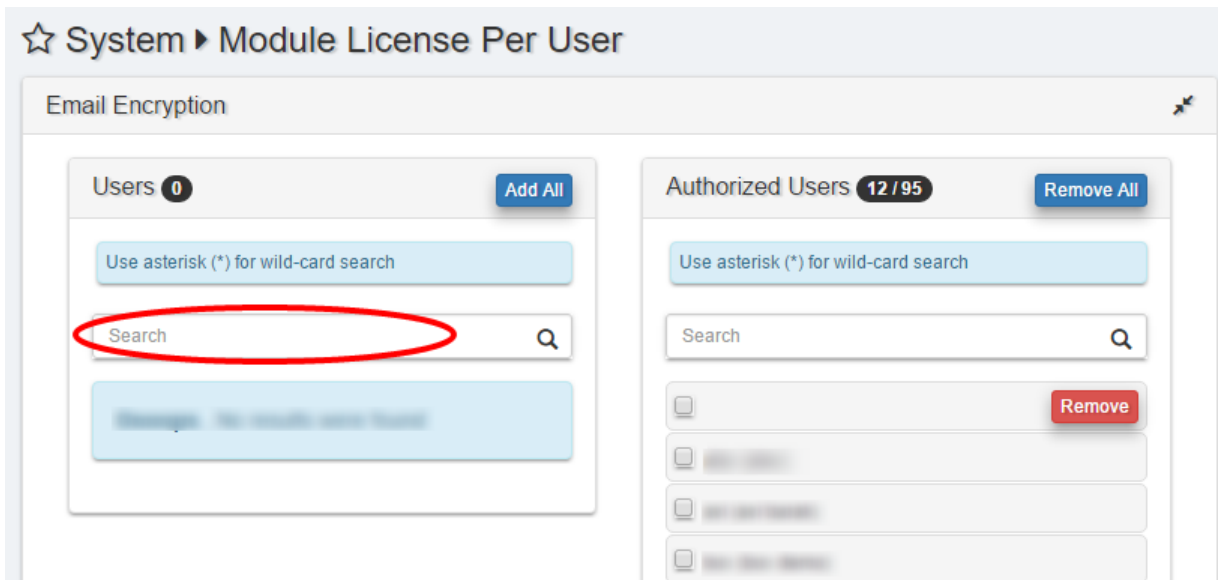
Module Set-Up

In order to gain access to the PineApp Mail Secure Solution Modules, it is necessary to add users to the modules.

To add users, navigate to System – Module License Per User tab



- Click on the arrows to the right of the relevant module, for example Email Encryption as circled in red above
- The following box will appear. Search for the user, or click on the 'Add All' button
- Once added the users will appear under 'Authorized Users' in the right hand section





Encryption Module

Secure outbound emails and apply automated policy rules quickly

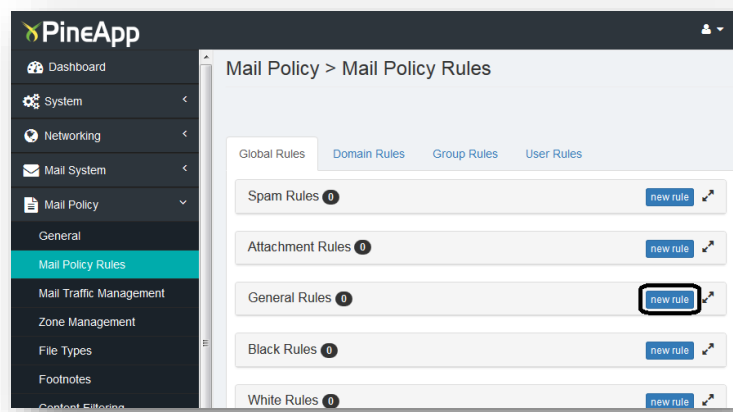
Technical Overview

The Encryption module allows the administrator to setup a policy rule to encrypt messages when triggered. The sender will receive a message, asking him to set a password. Once set, two messages will be sent to the intended recipient; one containing the password set by the sender, and one containing a password protected PDF file that can be opened with the provided password.

Usage Guide

To create the Encryption trigger, a new General Policy Rule must be configured. Our recommendation is to use a subject prefix as the rule trigger, i.e. any message subject that starts with a specific string, will be encrypted.

- Go to the Mail Policy Rules menu, under the Mail Policy section
- Click the New Rule button to create a new General Rule



Note: As any other policy rule, it can be configured globally or per domain/group/user

Configure the rule according to the following

- Set the rule to Enable
- Set the Direction to Local to Remote
- Set the trigger you wish using * as wildcard (for example: setting ==* means any subject beginning with == will be encrypted)
- Set the General Action to Encrypt
- Save the rule



Add General Rule

Rule Enable

Direction

Remote to Local Local to Remote Local to Local

Foreign Email Forward Email

==*

Send Original Send Scanned

Notify Sender Notify Recipient Notify Administrator

Notify Template

Footnote Template

General Action

Module action None Encrypt

Close Save

When the rule is triggered, the sender will receive a notification asking him to login to the encryption portal and set a password (see capture no.3).

The password will be sent to the intended recipient via email, along with another email containing the message itself in PDF format (see capture no. 4 and capture no. 5).

The Administrator has the option to set their own URL or IP address. This is what the end user will see when they receive an email notification and log in to the portal to set the password for encryption.

In order to insert the relevant URL or IP address, go to Mail Policy – General – General Settings. Click on the Encryption Action URL and insert the URL information in the highlighted field below:

Encryption Action URL

HTTPS

Email Enhancement

Enable customers to brand their outbound emails - easy to configure

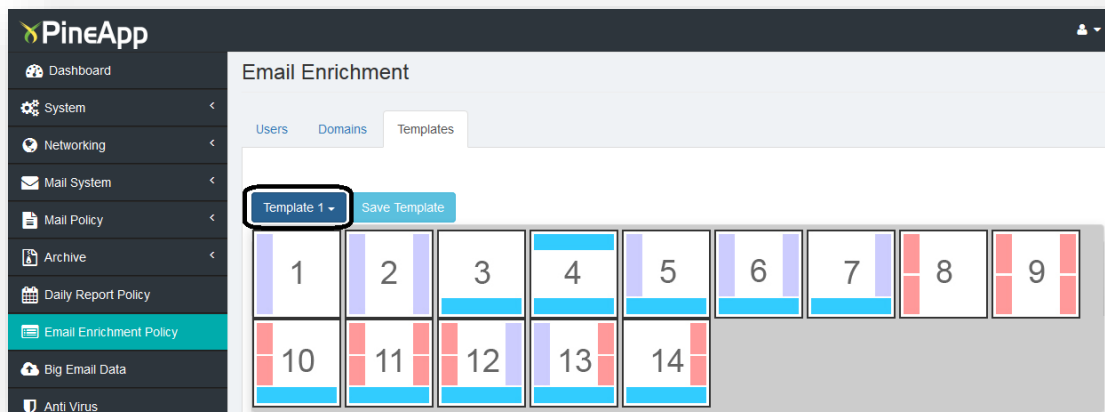
Technical Overview

The Email Enhancement module provides the ability to customize templates that will affect the appearance of email traffic going through the PineApp Mail Secure. The content of messages will be encapsulated according to the configured customization.

Usage Guide

The Email Enhancement module provides several pre-configured templates that can be changed or used as they are, with a built-in editor that can control the font, structure and embedded objects.

- Go to the Email Enrichment Policy menu
- Go to the Templates tab and choose one of the pre-defined templates



- Use the built-in editor to replace the object-boxes with images or text
- Do not delete or change the middle section
- Save the Template and name it

- Go to the Domains/Users tab and choose who will be subjected to the enhancement
- To apply the enhancement for a single domain/user only, create a new subscription rule, drag the domain/user to the right, name the rule, choose the template you wish to add and click the Save button
- To apply the enhancement for several domains/users, create a new subscription rule, drag the domains/users to the right, name the rule, choose the template you wish to add and click the Save button
- It is possible to exclude a user from the enhancement (when the domain he is part of is subscribed) by using the Unsubscribed Rules



Big Email Data

Enable customers to share large files securely internally and externally

Technical Overview

The Big Email Data module allows users to upload large files and invite recipients to download the file from the PineApp Mail Secure directly, avoiding the need to send it by email and facing message size limitations. Recipients will receive two messages; one letting them know the file exists and ready for download and one containing the password (optional).

Usage Guide

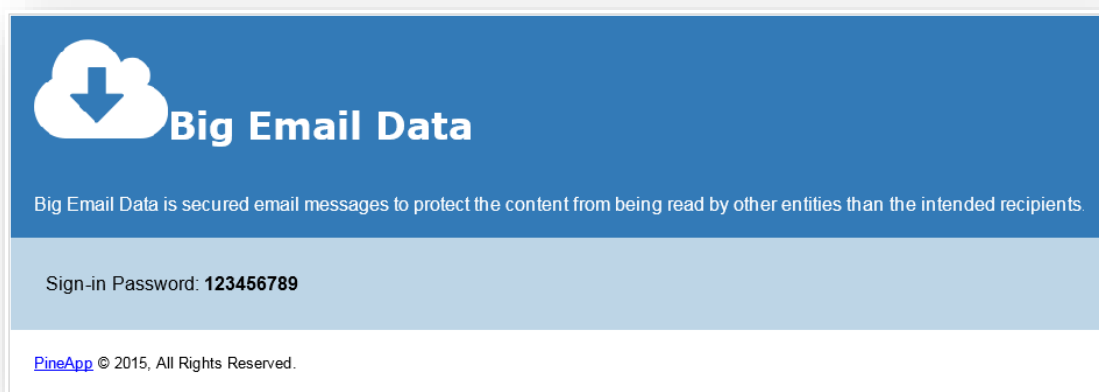
To start sending Big Email Data, browse to its menu

- Use the built-in editor to compose the message and upload the file
- Change the Time-To-Live value according to your needs or requirements (the file will not be available for download after the set time)
- Choose the Security Type
 - No Password – file download will be open for anyone with the download link
 - Auto Generate Password – let the PineApp Mail Secure generate a password for you
 - Manual Set Password – choose a password yourself
- Choose the Password option

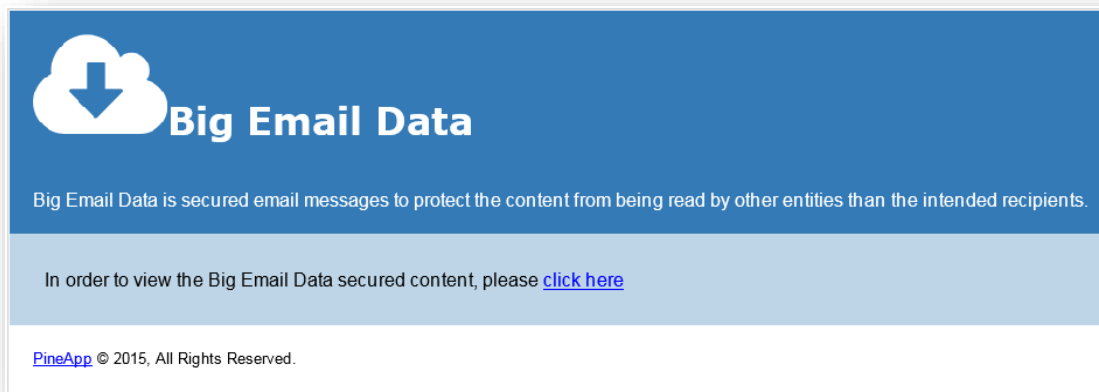


- Sign-in Password – recipient will be invited to the Big Email Data portal and will be asked to login with the provided password
 - Compressed File Password – recipient will be invited to the Big Email Data portal and asked to login with the provided password, and the downloaded file will also be password protected
 - Compressed Container Password – recipient will be invited to the Big Email Data portal and asked to login with the provided password, the downloaded file and the text message will be password protected
- Click Send Message to send it

Password email:



Download invite email:





The Administrator has the option to set their own URL or IP address. This is what the end user will see when they log in to the portal.

In order to insert the relevant URL or IP address, go to Mail Policy – General – General Settings. Click on the Big Email Data Action URL and insert the URL information in the highlighted field below:

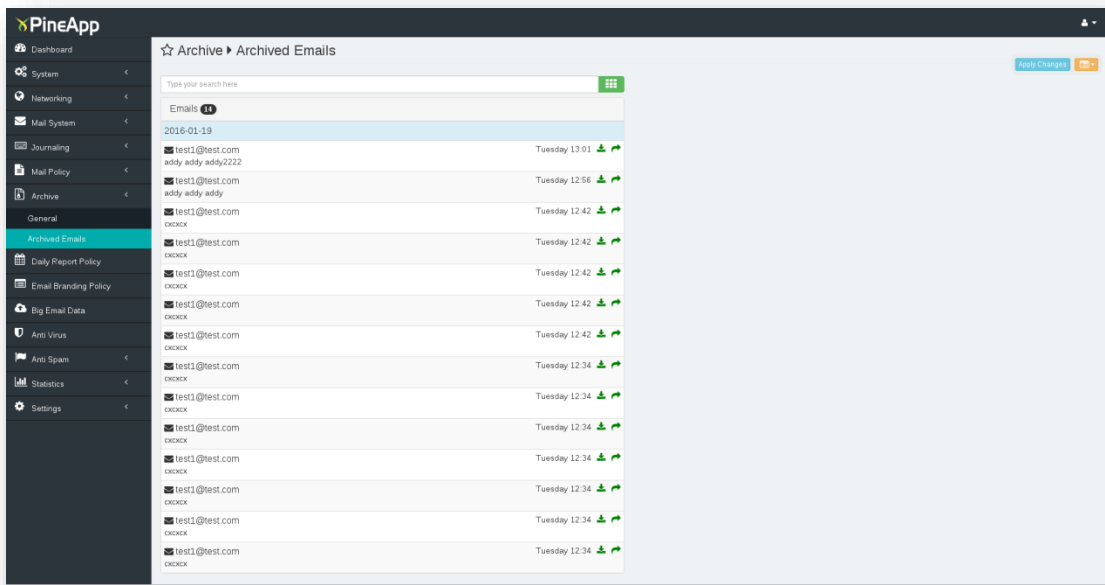
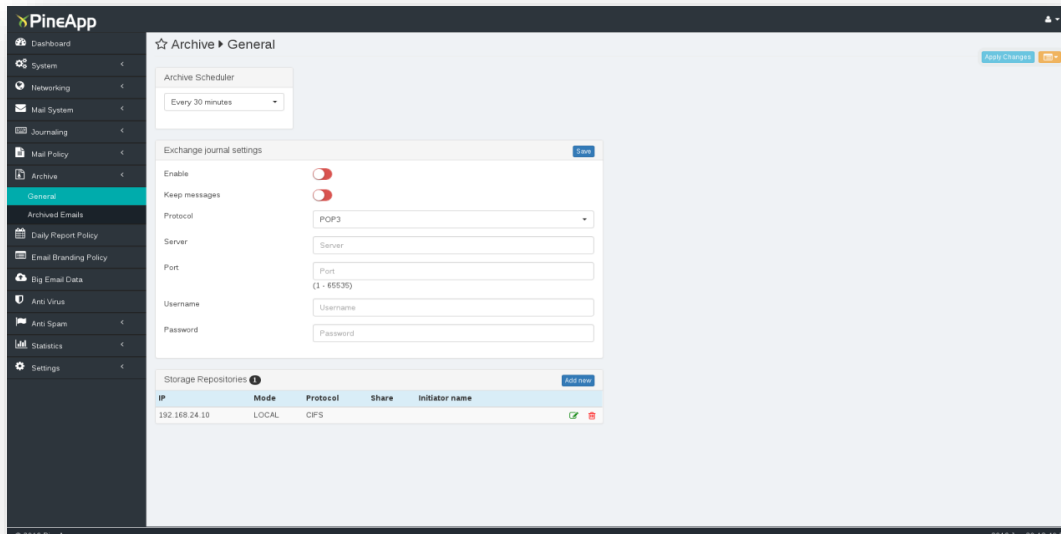
Big Email Data Action URL Save ↗

HTTP (1024-65535)



Archiving Module

Compliance ready solution for easy to search, message archiving



Technical Overview

The Archiving module allows the administrator to setup a schedule for archiving Emails. Once Archived, the Emails are viable for viewing in the “Archive > Emails” tab.



Usage Guide

To create the Archiving schedule a storage repository must be configured.

- Go to the Archive > General tab, under the Storage Repositories section
- Click the Add new button to create a new repository
- After setting the repository, under Archive Scheduler, select how often the emails would be archived

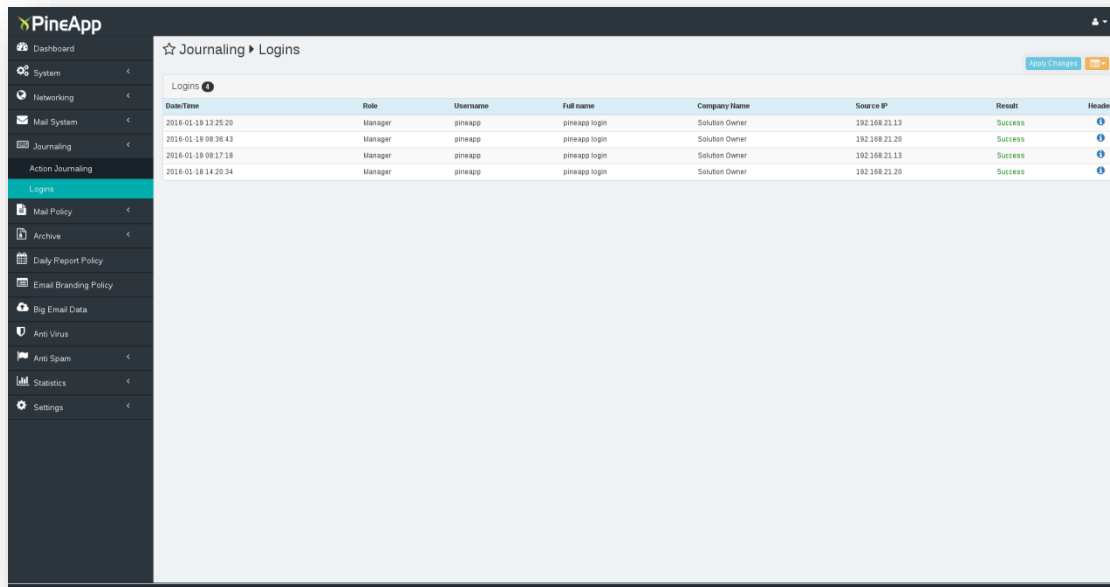
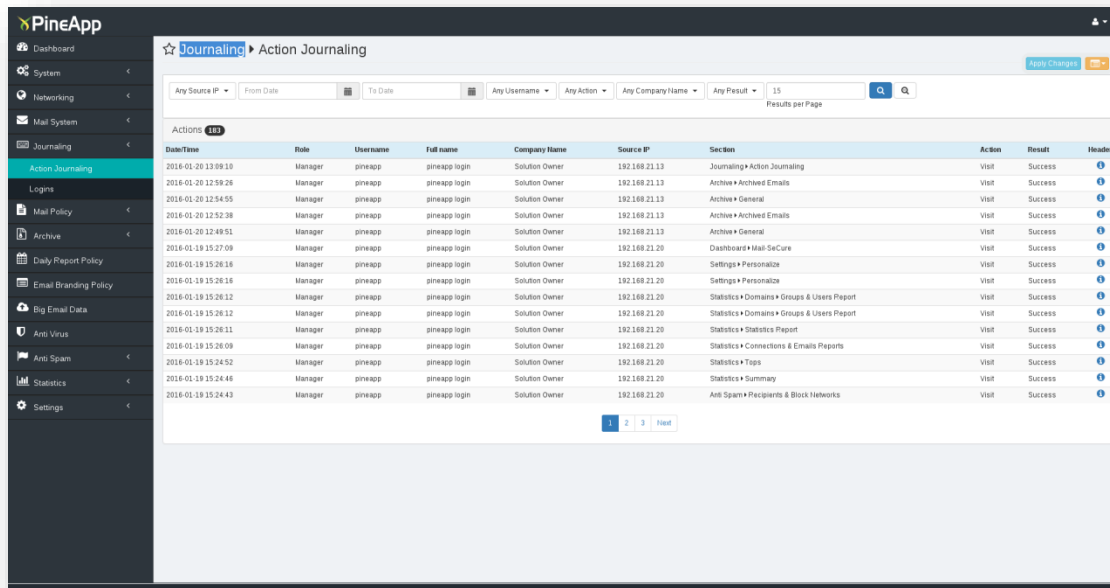
To view the archived emails

- Go to the Archive > Archived Emails tab, where you can see a list of all your archived emails
- A search box is available for your convenience above the email list
- For a more directed search click on the Advanced Search icon on the right side of the search box
- In order to view a specific email, simply click on it
- There is also an option to download/ forward the archived email using the icons on the right side of each email



Journaling Module

Enable administrators to track actions made on the machine and view logins



Technical Overview

The Journaling module allows the administrator to track actions made on the machine by different users. It also enables the administrator to track successful and unsuccessful attempts to login to the machine



Usage Guide

To view an action made on the machine

- Go to the Journaling > Action Journaling tab where a list of all the actions made is visible
- A search box is available for your convenience above the actions list
- In order to view additional information about the user who made the action click on the Header icon

To view logins

- Go to the Journaling > Logins tab, where you can see a list of all the login attempts.
- In order to view additional information about the user who tried to login, click on the Header icon