

IronPort Email Spam Filtering Software

IronPort will detect and quarantine any spam sent to your email address, and send you a daily summary of those emails, similar to the picture on the right.

If any of the listed email is not spam, you can click on the “release” link (indicated by the purple circle) to allow the email to go to your email box.

Otherwise, you do not need to do anything as IronPort will automatically delete any spam that is older than 14 days.

You can also view all of the quarantined email by clicking on the “your email quarantine link” (indicated by the green circle). You will be taken to the IronPort website.

From: bounce@cgu.edu On Behalf Of CGU SPAM Service
Sent: Monday, November 7, 2016 2:01:53 PM (UTC-08:00) Pacific Time (US & Canada)
To: CGU Learning
Subject: CGU IronPort Spam Quarantine Notification

CGU IronPort Spam Quarantine Notification

The message(s) below have been blocked by your administrator as suspected spam.

There are 1 new messages in your Email Quarantine since you received your last Spam Quarantine Notification. If the messages below are spam, you do not need to take any action. Messages will be automatically removed from the quarantine after 14 day(s).

To see all quarantined messages view [your email quarantine](#).

Quarantined Email			
	From	Subject	Date
Release	Angelina <Angelina@...net>	[SUSPECTED SPAM] [SUSPICIOUS MESSAGE] Invitation Letter of C...	06 Nov 2016

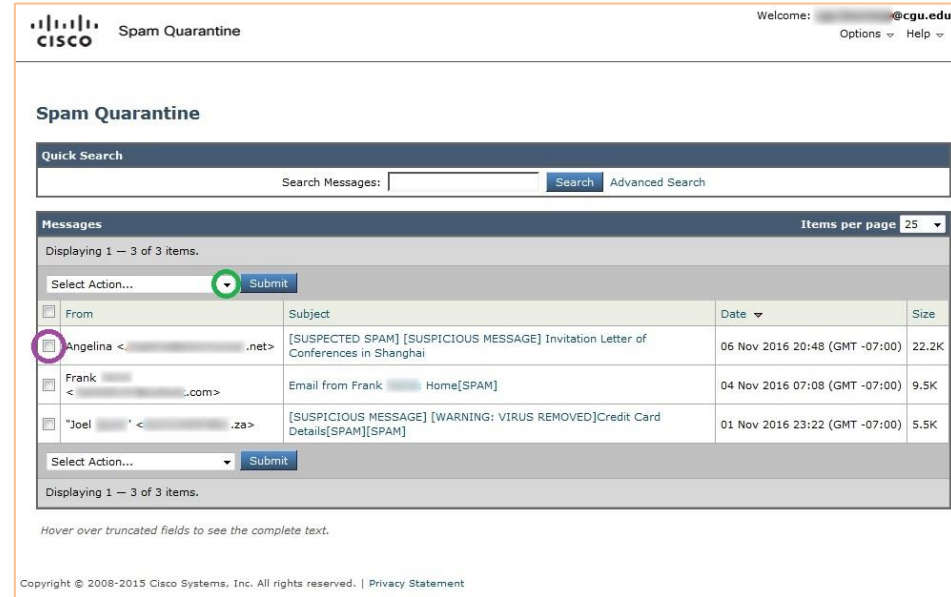
[View All Quarantined Messages\(1\)](#)

Note: This message has been sent by a notification only system. Please do not reply

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On the IronPort web site, you can view a list of your quarantined email. You can also perform actions on any of the emails by first putting a check in the box to the left of the emails on which you wish to perform an action (indicated by the purple circle). Then click on the list of actions to choose one (indicated by the green circle).

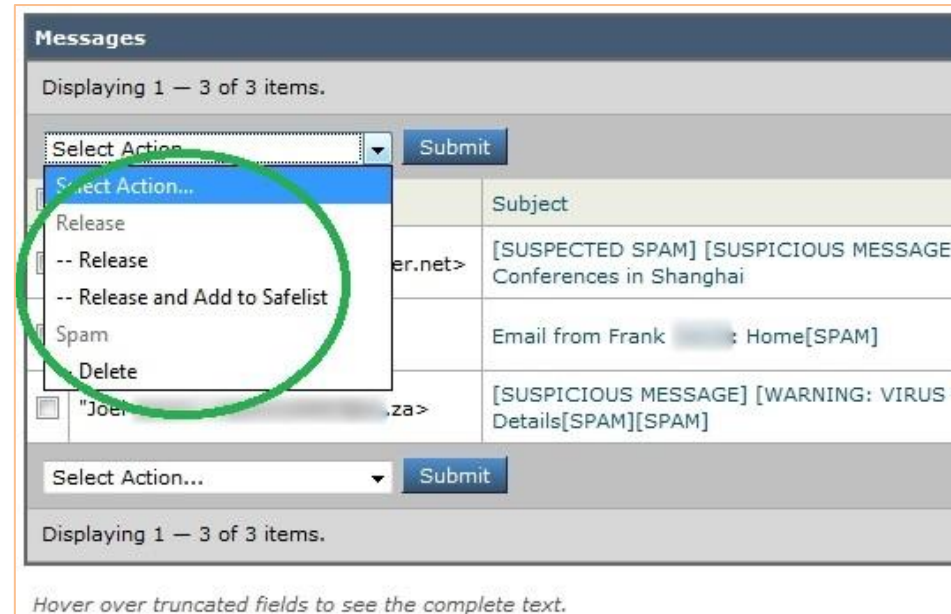
You can release the quarantined email to your email box.
Or you can release the quarantined email and also add its email address to a safe list so that future emails from the same email address will be not be stopped by IronPort.
Or you can delete the quarantined email.



The screenshot shows the IronPort Spam Quarantine interface. At the top, it says "Spam Quarantine" and "Welcome: [user]@cgu.edu". Below that is a "Quick Search" bar with a "Search" button and a link to "Advanced Search". The main section is titled "Messages" and shows "Displaying 1 - 3 of 3 items." There is a "Select Action..." dropdown menu with a green circle around it and a "Submit" button. Below this is a table of messages:

<input type="checkbox"/>	From	Subject	Date	Size
<input type="checkbox"/>	Angelina <[redacted].net>	[SUSPECTED SPAM] [SUSPICIOUS MESSAGE] Invitation Letter of Conferences in Shanghai	06 Nov 2016 20:48 (GMT -07:00)	22.2K
<input type="checkbox"/>	Frank <[redacted].com>	Email from Frank [redacted] Home[SPAM]	04 Nov 2016 07:08 (GMT -07:00)	9.5K
<input type="checkbox"/>	"Joel" <[redacted].za>	[SUSPICIOUS MESSAGE] [WARNING: VIRUS REMOVED]Credit Card Details[SPAM][SPAM]	01 Nov 2016 23:22 (GMT -07:00)	5.5K

At the bottom, there is another "Select Action..." dropdown menu with a "Submit" button and "Displaying 1 - 3 of 3 items." A footer note says "Hover over truncated fields to see the complete text." and a copyright notice "Copyright © 2008-2015 Cisco Systems, Inc. All rights reserved. | Privacy Statement" is at the very bottom.



This screenshot is a close-up of the "Messages" section from the previous image. It shows the "Select Action..." dropdown menu open, with a green circle around it. The menu options are:

- Select Action...
- Release
- Release
- Release and Add to Safelist
- Spam
- Delete

The background shows the same table of messages as the previous screenshot, but the focus is on the action menu. The "Submit" button is visible to the right of the dropdown. A footer note says "Hover over truncated fields to see the complete text."

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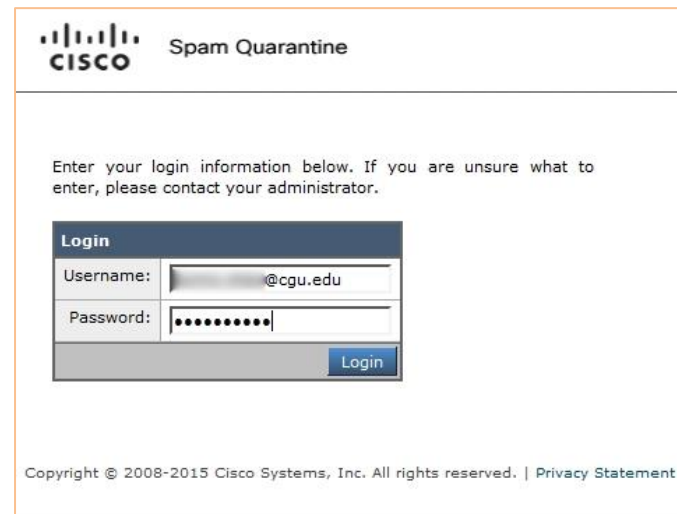
Please be sure to confirm your chosen action on the quarantined email by clicking on the appropriate button in the pop up window.



You can also manually edit your safe list and your block list of email addresses by clicking on “Options”, located in the upper right corner of the web page. Then choose which list you would like to edit.



You will be asked to log in before you can edit the list. Just type your full CGU email address and your current CGU password when prompted.



Please remember to log out when you are finished editing by going back up to “options” and clicking on “log out”.