

Archiving rules common usage

Here some typical cases of archiving rules

Discard Draft mails

avoid to import any draft mail from any source

Action: **Discard**

Custom search: **on**

Query condition: **Custom header > Match > X-Unsent: 1**

Example

The screenshot shows the 'Archiving Rules' configuration page. At the top, the breadcrumb is 'Archiver / Mail Sources / Archiving Rules' with a help icon. The 'Tenant' dropdown is set to 'default-tenant'. The 'Name' field contains 'Skip Draft mails' and the 'Priority' is set to '1'. The 'Action' is 'Discard' and the rule is 'Enabled'. The 'Custom search' toggle is turned on. The 'Queries' section shows a rule: 'Match ALL of the following' with a dropdown set to 'Custom header', a 'match' operator, and the condition 'X-Unsent: 1'. A '+ Filter' button is to the right. At the bottom, there are 'Back' and 'Save' buttons.

Archiver / Mail Sources / Archiving Rules ?

Tenant: default-tenant

Name: Skip Draft mails

Priority: 1

Action: Discard

Enabled

Custom search

Queries

Match ALL of the following

Custom header match X-Unsent: 1

+ Filter

Back Save

Discard calendars

avoid to import any calendar mail from any source

Action: **Discard**

Custom search: **on**

Query condition: **Custom header > Exists > x-ms-exchange-calendar-series-instance-id**

Example

Archiver / Mail Sources / Archiving Rules ?

Tenant: [dropdown]

Name: Discard calendars

Priority: 1

Action: Discard

Enabled

Custom search

Queries

Match ALL of the following

Custom header exists x-ms-exchange-calendar-series-instance-id

Filter

Back Save

Discard Enterprise Vault stubs

avoid to import any Enterprise Vault stubs from any source

Action: **Discard**

Custom search: **on**

Query condition: **Custom header > Match > Content-Class: urn:kvsplc-com:cc:vault:shortcut**

Example

Name

Discard Enterprise Vault Stub

Priority

1

Action

Discard

☒ Enabled

☒ Custom search

Queries

Match ALL of the following

+ Filter

Custom header

match

Content-Class: urn:kvsplc-com:cc:vault

x

← Back

Save