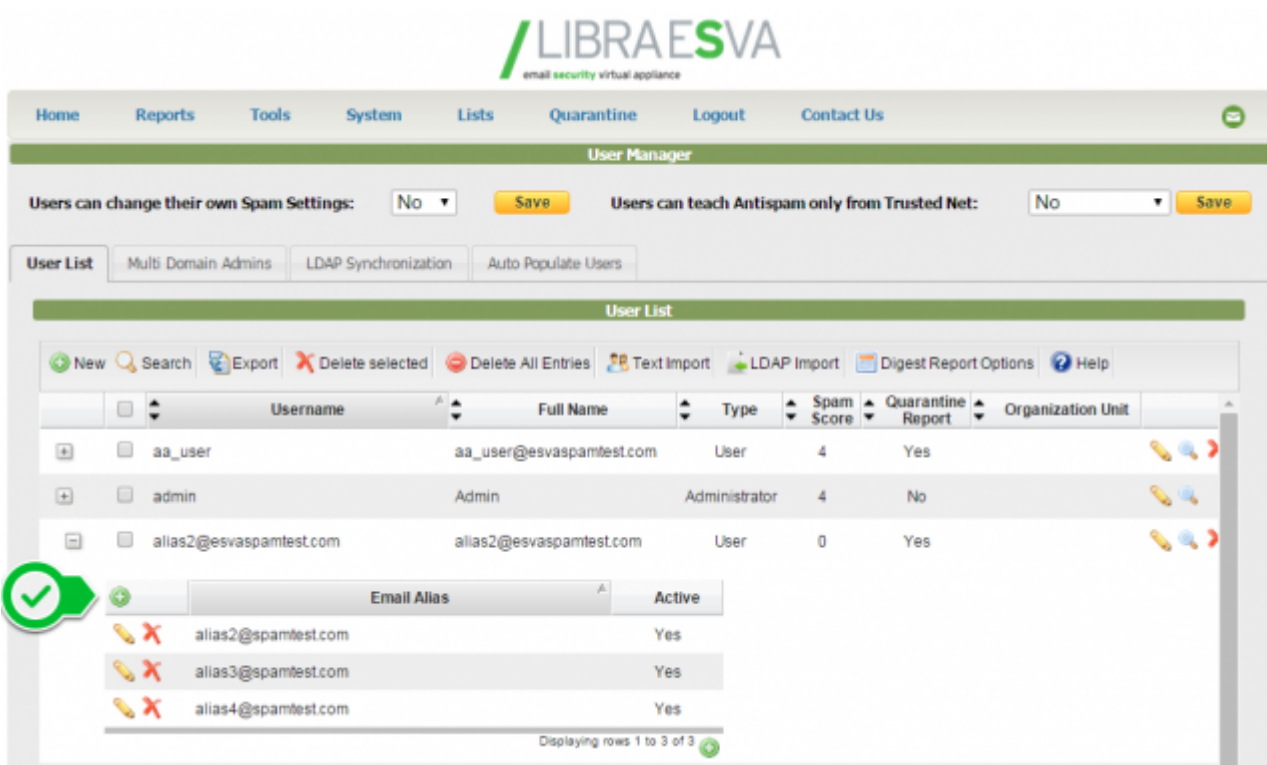


Manually Associate an Alias to a User

Usually Mailbox/Alias link is retrieved automatically with a LDAP Query to the Mailbox Server that owns such information (i.e. Exchange, Zimbra, Domino, etc). If this is not possible there is no automatic way for Libra Esva to determinate if an email address is a mailbox or an alias and you should do that manually.

To manually create an alias and associate it to a user, operate as follows:

- Login with the Admin credentials created in the previous step.
- Click on System, and therefore, Authentication and then User Management, and click on the + icon near to each user; finally click on Add green icon to add the email alias
- Complete the field requested with the alias desired and confirm.



The screenshot shows the LIBRAESVA User Manager interface. At the top, there is a navigation menu with links: Home, Reports, Tools, System, Lists, Quarantine, Logout, and Contact Us. Below the navigation, there are two settings: "Users can change their own Spam Settings:" with a dropdown set to "No" and a "Save" button, and "Users can teach Antispam only from Trusted Net:" with a dropdown set to "No" and a "Save" button. The main section is titled "User List" and contains several tabs: "Multi Domain Admins", "LDAP Synchronization", and "Auto Populate Users". Below the tabs, there is a toolbar with icons for "New", "Search", "Export", "Delete selected", "Delete All Entries", "Text Import", "LDAP Import", "Digest Report Options", and "Help". The main content area displays a table of users with columns: Username, Full Name, Type, Spam Score, Quarantine Report, and Organization Unit. The table contains three rows: "aa_user" (User, Spam Score 4, Quarantine Report Yes), "admin" (Administrator, Spam Score 4, Quarantine Report No), and "alias2@esvaspamtest.com" (User, Spam Score 0, Quarantine Report Yes). Below the table, there is a section for "Email Alias" with a table containing three rows: "alias2@spamtest.com" (Active Yes), "alias3@spamtest.com" (Active Yes), and "alias4@spamtest.com" (Active Yes). A green checkmark icon is overlaid on the left side of the "Email Alias" section. At the bottom of the table, it says "Displaying rows 1 to 3 of 3".

Another handy way of managing aliases is from menù *Appliance->License Settings->Recipient Details*.

From this page you can **“set as alias”** every selected email address. These addresses will be

linked to an username.

The screenshot displays the LIBRAESVA web interface. At the top, the logo reads 'LIBRAESVA email security virtual appliance'. The navigation menu includes 'Home', 'System', 'Reports', 'Quarantine', and 'Search'. Below this, a secondary menu shows 'Appliance', 'Mail Transport', 'Content Analysis', 'Authentication', and 'High Availability'. The main content area is titled 'Licensing Information' and contains tabs for 'License Details', 'Upload License', and 'Recipient Details'. The 'Recipient Details' tab is active, showing a table of recipients with columns for 'Email Address', 'Domain', 'Alias', 'Mailbox', and 'Last Seen'. A toolbar above the table includes buttons for 'Search', 'Export', 'Delete Selected', 'Re-Calculate Now', 'Per Domain Use Report', 'Create User', 'Set As Alias' (highlighted in red), 'Valid Recipient', and 'Help'. The table lists three recipients: 'info@esvaspamtest.com' (Last Seen: 07/09/2016), 'redirect@esvaspamtest.com', and 'admin@esvaspamtest.com' (Last Seen: 06/09/2016). A modal dialog box titled 'Select Username' is open, containing the text: 'Please fill in the Username to associate with: Username: [input field]'. Below the input field, it states: 'All selected addresses will be added as aliases to the specified user above. Be aware that any user with a username that matches any of the selected addresses will be removed, as an alias can not be a user.' The dialog has 'Associate Alias' and 'Cancel' buttons at the bottom.