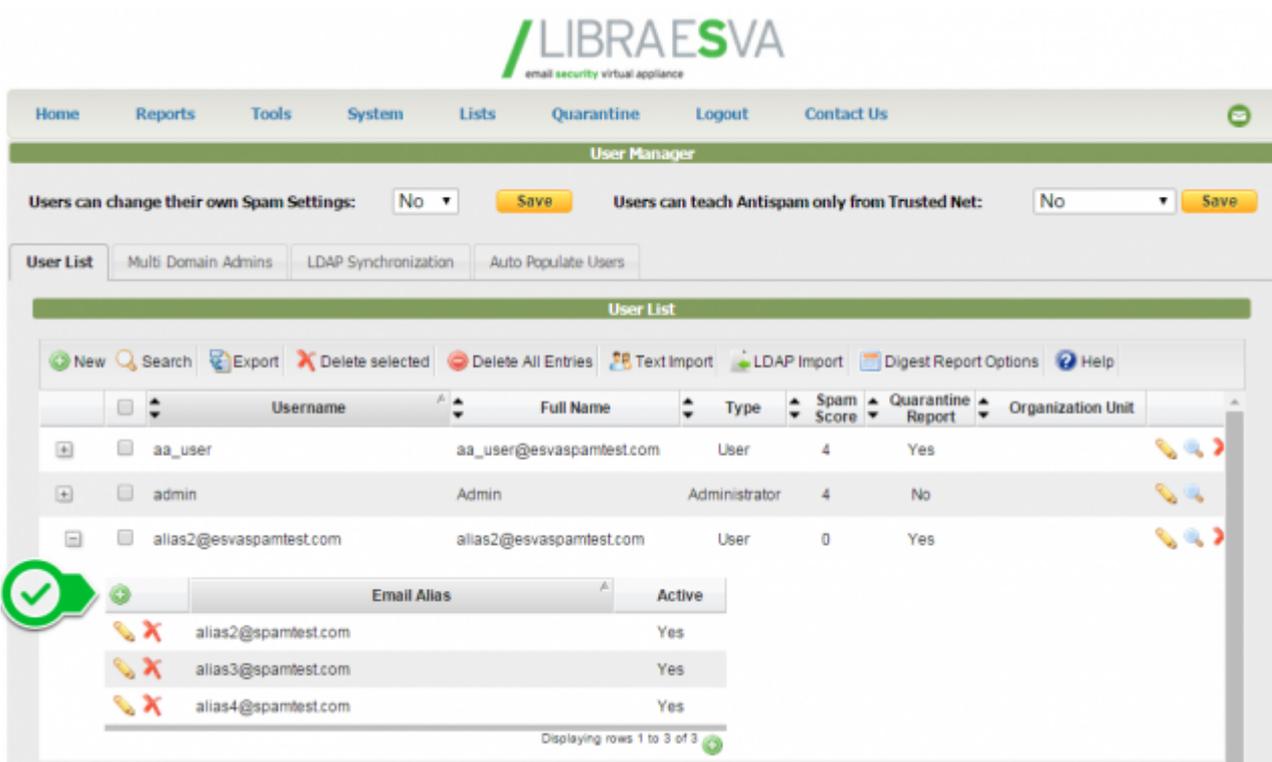


# Manually Associate an Alias to a User

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:" set to "No" and "Users can teach Antispam only from Trusted Net:" set to "No". The main section is titled "User List" and contains a table of users. The table has columns for Username, Full Name, Type, Spam Score, Quarantine Report, and Organization Unit. The users listed are aa\_user, admin, and alias2@esvaspamtest.com. Below the main table, there is a sub-table for "Email Alias" with columns for Email Alias and Active. The sub-table shows three aliases: alias2@spamtest.com, alias3@spamtest.com, and alias4@spamtest.com, all marked as "Active". A green checkmark icon is overlaid on the sub-table. At the bottom of the sub-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 actions like 'Search', 'Export', 'Delete Selected', 'Re-Calculate Now', 'Per Domain Use Report', 'Create User', 'Set As Alias' (highlighted in red), 'Valid Recipient', and 'Help'. A modal dialog box titled 'Select Username' is open, with the following 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.

	Email Address	Domain	Alias	Mailbox	Last Seen
<input checked="" type="checkbox"/>	info@esvaspamtest.com	esvaspamtest.com	NO		07/09/2016
<input type="checkbox"/>	redirect@esvaspamtest.com				
<input type="checkbox"/>	admin@esvaspamtest.com				06/09/2016