

SAYRE AREA SCHOOL DISTRICT TECHNOLOGY TIPS

ABACA SPAM BASICS

Purpose

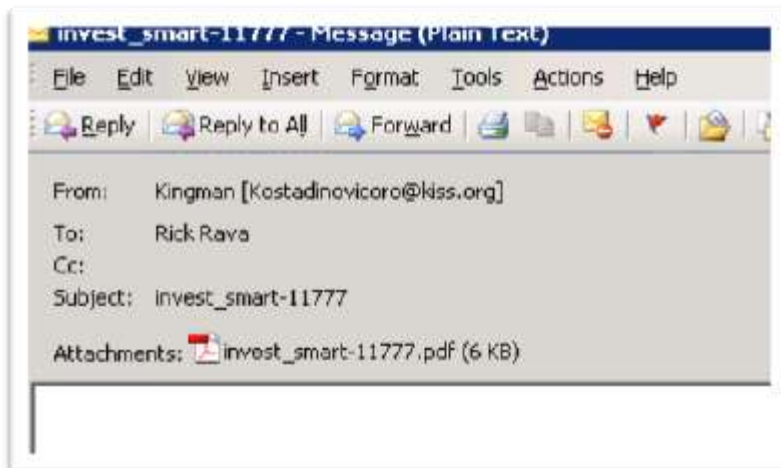
SASD uses a product called Abaca to filter out unneeded email (commonly called SPAM). This handout describes how to use our Abaca filtering system.

Please note that you only receive an email from Abaca when there is a good chance that 1 or more emails may NOT be SPAM. So – many days you will not receive any emails from Abaca.

What Does the Abaca Protect Us From?

- Email SPAM (unwanted emails).
- Email Viruses.
- Image SPAM (unwanted emails sent as images or PDFs).
- Denial of Service Attacks.
- Anti-Phishing.

Here's a sample SPAM email:

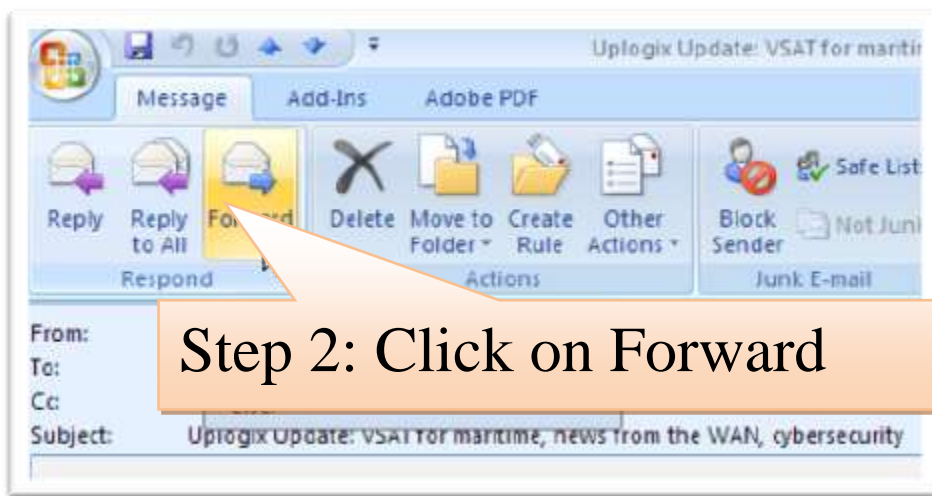
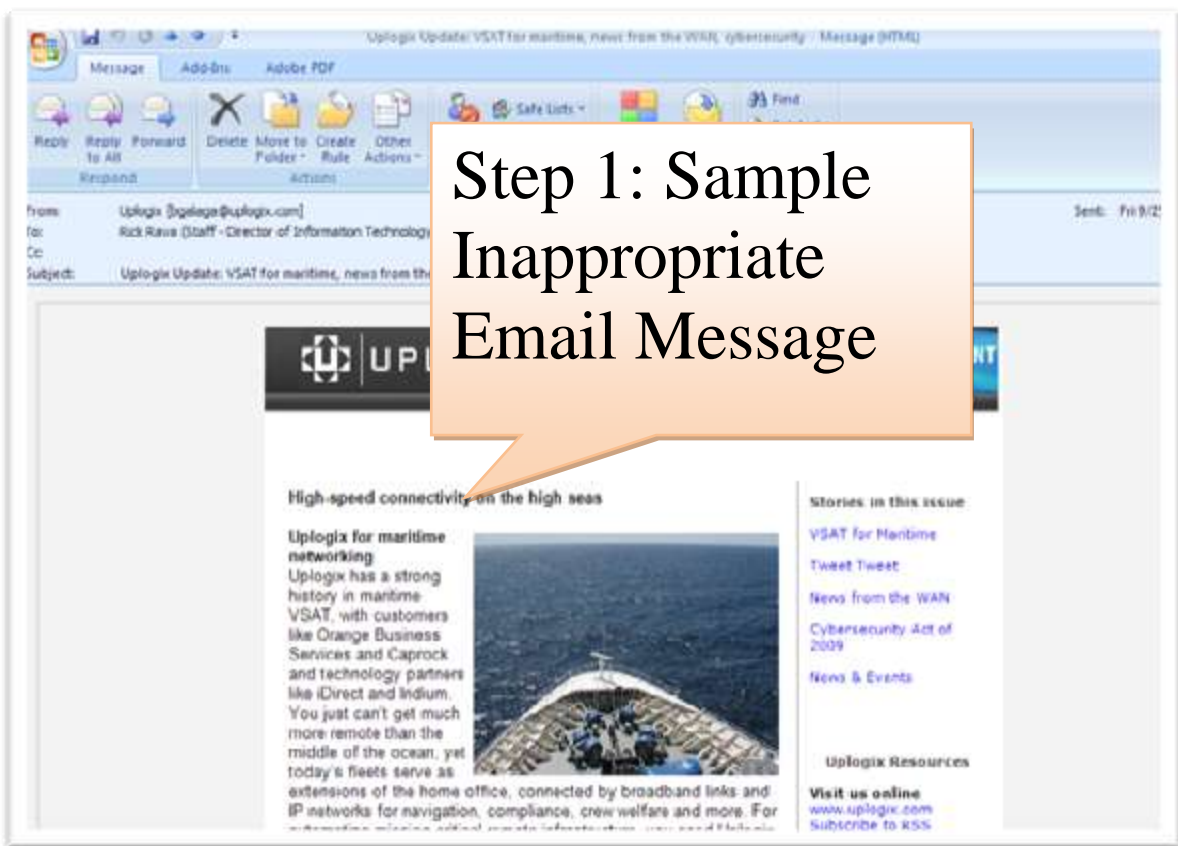


How Can I Block an Inappropriate Email?

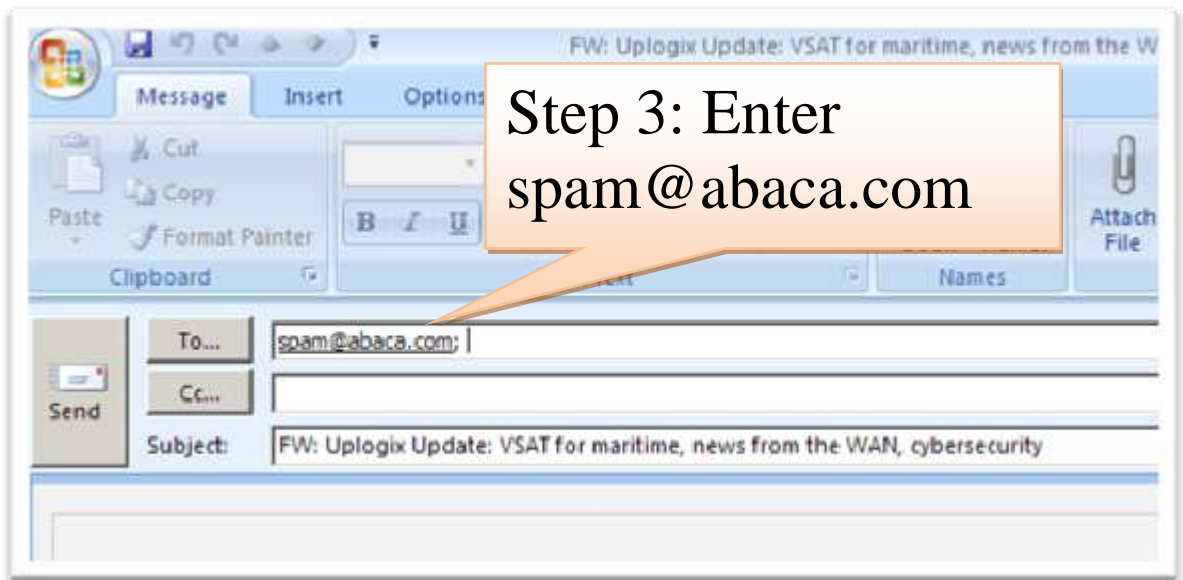
In some few cases, an inappropriate email may get through.

Just click on the forward button and send the inappropriate email to:

spam@abaca.com



Click on Forward, enter the spam@abaca.com email address and click on send

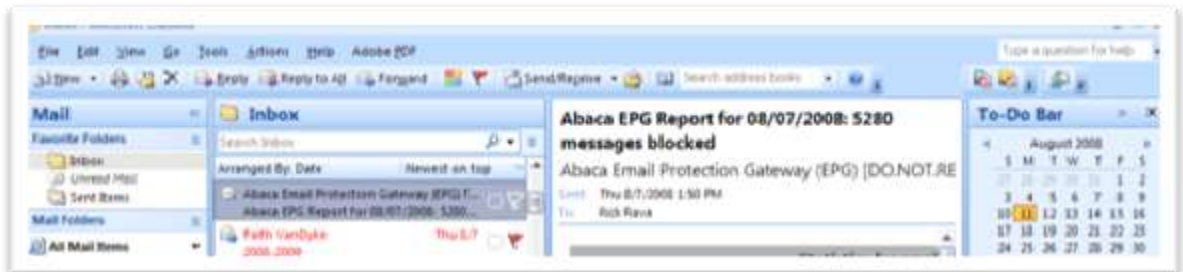


How Can I Check to See Which Emails are Blocked by Abaca?

Please note that you only receive an email from Abaca when there is a good chance that 1 or more emails may NOT be SPAM. So – many days you will not receive any emails from Abaca.

- Open your email that is titled “**Abaca EPG Report for 08/07/2008: 5280 messages blocked**”. Within this email, you can release any blocked messages directly to your Inbox (for more options – you can access the quarantine area which will be covered later in this document).

Here’s a sample message from Abaca that you will receive in your Outlook inbox (each day):



From: Abaca Email Protection Gateway (EPG) [mailto:MAIL.REPLY@abaca.com]
 To: Rick Rava
 Cc:
 Subject: Abaca EPG Report for 08/07/2008: 5280 messages blocked

Sent: 08/07/2008 11:00 AM

Statistics for email received in the last 7 days:						
Total email	Total spam	% spam	% spam caught	Filtering accuracy	Spam you reported	Messages you released
1457	1265	86.74%	100.00%	100.00%	0	0

Report for mava@sevensix.org [View Quarantine | Help](#)
[Delete All Listed Messages](#)

Please check to see if any of the following messages are legitimate.

From	Subject (click to review message)	Score	Date
Release "Coreven Hoffmann" < Coreven@prams-beam.com >	Save 15% on AdminStudio Training!	93.245	08/05/08 16:08
Release "SchoolDude.com" < mrathie@schooldude.com >	Connect your District's Schedule Star systems with SchoolDude - Release...	83.366	07/17/08 16:47
Release "SchoolDude.com" < mrathie@schooldude.com >	Eliminate Double Booking & Coordinate Events District-Wide with Sched...	40.337	07/20/08 11:26
Release "Tom Dredrich" < tdredrich@spc-fu.com >	Current Apple Laptop - Sony Toshiba Notebook Specials at COS Technology	24.025	07/14/08 17:02
Release "Campaign to Improve Assisted Living" < info@improveassistedliving.org >	Sounding Grandma Bruce Wasserstein	18.292	07/17/08 15:06
Release "Ericom White Papers" < Min82w@ericom.com >	Virtualization - why choose? no hybrid	15.098	07/31/08 07:46
Release info@2000@emailedresources.com	Tech Check Inventory	10.080	07/31/08 00:57

Messages below have a high probability of being spam.

From	Subject (click to review message)	Score	Date
Release "Credit Union National Association" < memberservice@cuna.org >	This is not a promotional e-mail.	4.986	08/02/08 14:06
Release "It's Time to Realign" < info@realign.com >	Making Profound Differences with	4.878	07/15/08 14:57

Just open the email:

Abaca EPG Report for 08/04/2007: 13 messages blocked

From: Abaca Email Protection Gateway (EPG) [mailto:MAIL.REPLY@abaca.com]
 To: Rick Rava
 Cc:
 Subject: Abaca EPG Report for 08/04/2007: 13 messages blocked

Sent: Sat 08/04/2007 7:04 AM

Statistics for email received in the last 7 days:						
Total email	Total spam	% spam	% spam caught	Filtering accuracy	Spam you reported	Messages you released
100	90	90.12%	100.00%	100.00%	0	0

Report for mava@sevensix.org [View Quarantine & Statistics | Help](#)
[Delete All Listed Messages](#)

Please check to see if any of the following messages are legitimate.

From	Subject (click to review message)	Score	Date
Release "Stacey Walters" < stacey.walters@poweredschools.com >	2007 Website Management Conference Presented by ePoweredSchools	24.876	08/03/07 12:03
Release "GenevaLogic" < info-us@genevalogic.com >	Your GenevaLogic Time Software	24.025	08/03/07 10:34

11 messages were excluded from this report due to a very low score or suspected phishing. [View the entire spam archive](#)

Click Release to send the message to your inbox and approve the sender. [View the entire quarantine](#) [Delete All Listed Messages](#)

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 www.abaca.com

In this example, the first email message is not SPAM – I need this email. Just Click on the Release link.

IMPORTANT: By clicking on the Release link – this allows the blocked email to be delivered and trains the Abaca device that this type of email is not SPAM.

Who Is Responsible For Maintaining Quarantined Messages?

- Each user will be responsible for maintaining your own personal quarantined messages.
- User quarantines will only hold the last 14 days worth of email messages. Messages older than 14 days will be automatically purged, and will not be recoverable.
- Please check your quarantine regularly (at least daily) for any “false positive” messages – it is simple to manage, and only takes a few minutes to. Messages within the quarantine will be sorted from top to bottom with the top most messages being more likely to be false positives.

IMPORTANT: Each user does not have to delete the SPAM messages that Abaca detects – Abaca will automatically delete the messages once they are over 14 days old.

How Can I Check All of my Abaca Quarantined Messages?

Start up Internet Explorer

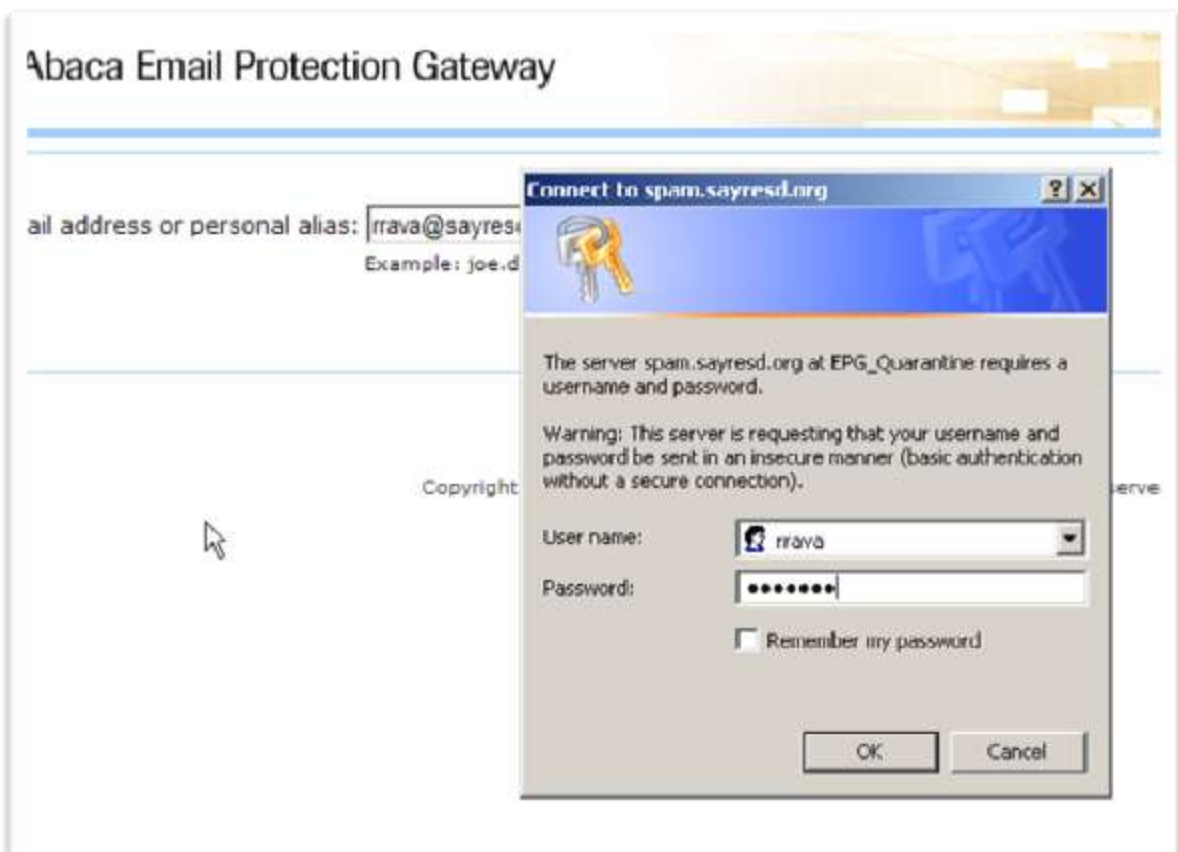
Type spam.sayresd.org in the URL address



Type in your email address (see the following example):



Click on View Quarantine



Enter your User name and Password

https://spam.sayresd.org/showquarantine?i=1030017DECA20

Abaca Email Protection Gateway
Quarantine for rra@sayresd.org

Quarantine | Preferences | Report Feedback

Search for: Subject Search Refresh List

Messages 1-100 of 1000
Print | New | Back

Message action: Release to Inbox & Approve Sender | Release to Inbox | Delete Selected | Delete All in Quarantine

<input type="checkbox"/>	From	Subject [click to review message]	Score	Date
<input type="checkbox"/>	"Chris Taylor" <Chris@executivesurveys.net>	Rick, IT questions.	42.572	05/08/08 1
<input type="checkbox"/>	Ericom White Papers <emarketing@ericom.com>	The alternative to Citrix - download Ericom's new whitepaper	39.234	04/30/08 1
<input type="checkbox"/>	"SchoolDude" <catherine@schooldude.com>	Don't Miss SchoolDude in Pennsylvania!	32.370	04/16/08 1
<input type="checkbox"/>	"Admin" <webmaster@schooldude.com>	Best Practices Seminar: Why IT Needs Excellent Asset Recovery and In...	28.946	05/12/08 1
<input type="checkbox"/>	"SchoolDude" <catherine@schooldude.com>	Don't Miss SchoolDude in Pennsylvania!	25.746	04/16/08 1