

SAYRE AREA SCHOOL DISTRICT TECHNOLOGY TIPS

Hello everyone,

This coming Friday morning, we will be deploying a new email filtering (spam and antivirus) product on our network to battle the increasing amounts of spam that we all have been seeing in our Inboxes on a daily basis. You will be receiving an email from the appliance (most of you probably already have) welcoming you to using the product, as well as 1 emails / day giving you a report on your mailbox quarantine for messages that have been trapped as spam. These messages from the Abaca appliance titled **“Abaca EPG Report for 07/27/2007 : Messages Blocked”** are not spam messages, and should be taken seriously. Within this email, you can release any blocked messages directly to your Inbox, or access the quarantine area directly for more granular options. 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 twice 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. Also by checking your quarantine and delivering the false positive email to your Inbox will help train the appliance as to what is / is not spam.

To check you quarantine manually, go to:

<https://spam.sayresd.org>

Once you click on this link, the first Window to display will be a certificate warning message – depending on your version of browser (Internet Explorer, Firefox, Safari, etc.), either click on “Continue to this website” or the YES button. Once you accept, you will first have to type your email address in the box, and click view quarantine. Secondly, a login box will pop up asking you for your credentials--- this will be the same username and password that you use every day to check email.

***** A few quick notes about messages received from the appliance *****

When you receive messages from the Abaca appliance giving you a report on messages being caught, this message DOES NOT contain all of the spam messages in your quarantine. Underneath

the listed messages, there is a link to View the entire quarantine. (As pictured below – but will be blue in your messages) Please use this link instead of releasing directly from this email message. Likely you will find many more messages in the quarantine than listed in this report.

Report for SAYRESD_USER

[View Quarantine & Statistics](#) | [Help](#)

[Delete All Listed Messages](#)

Messages below have a high probability of being spam.				
	From	Subject (click to review message)	Score	Date
Release	"Trudi" < rbuckge@dmv-stainless.com >	Re: Ok, thanks	0.816	07/23/07 05:20
Release	"Merle Wray" < claspsfinagling@hailmail.net >	High quality medications at good prices.	0.043	07/23/07 07:04
Release	"Janek Teeters" < napolu@cableaz.com >	Re: with anke	0.004	07/23/07 06:39
Release	"Bobbi Reaves"	{bulker_subj}	0.002	07/23/07 05:43
Release	Pinksheets alert! < ossa250@netzero.net >	MHII.OB you must know and use all of it's suggestions	0.000	07/23/07 06:48
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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If any spam does happen to make it to your inbox, please forward these messages to spam@abaca.com. This will teach the appliance that these type of messages are spam, and should not be accepted.